



NOTICE OF PUBLIC MEETING OF THE ARIZONA STATE PARKS BOARD

Notice is hereby given to Members of the Arizona State Parks Board (Board) and the general public that there will be a General Parks Board meeting, to begin on **WEDNESDAY, June 20, 2012 at 10:00 AM** pursuant to A.R.S. § 38-431.02 and A.R.S. § 41-511.01 *et. seq.* at Tonto Natural Bridge State Park located 10 miles north of Payson on Highway 87. The public portion of the meeting will begin at 10:00 AM (time certain).

The Board may elect to hold an Executive Session for any agenda item at any time during the meeting to discuss or consult with its legal counsel for legal advice on matters listed on this agenda pursuant to A.R.S. §38-431.03 (A) (3). Items on the Agenda may be discussed out of order, unless they have been specifically noted to be set for a time certain. Public comment will be taken.

The Board will discuss and may take action on the following matters:

AGENDA

(Agenda items may be taken in any order unless set for a time certain)

- A. CALL TO ORDER - ROLL CALL** – Time Certain: 10:00 AM
- B. PLEDGE OF ALLEGIANCE**
- C. INTRODUCTIONS OF BOARD MEMBERS AND AGENCY STAFF**
 - 1. Board Statement - "As Board members we are gathered today to be the stewards and voice of Arizona State Parks and its Mission Statement to manage and conserve Arizona's natural, cultural and recreational resources for the benefit of the people, both in our parks and through our partners."
- D. CALL TO THE PUBLIC** – Those wishing to address the Board must register at the door and be recognized by the Chair. Presentation time may be limited to three minutes at the discretion of the Chair; the Chair may limit a presentation to one person per organization. The Board may direct staff to study or reschedule any matter for a future meeting.
- E. CONSENT AGENDA** – Items of a non-controversial nature have been grouped together for a single vote without Board discussion. The Consent Agenda is a timesaving device and Board members received documentation regarding these items prior to the open meeting. Any Board member may remove any item from the Consent Agenda for discussion and a separate vote at this meeting, as deemed necessary.
 - 1. Approve Executive Session Minutes of April 10, 2012 Arizona State Parks Board Meeting
 - 2. Approve Executive Session Minutes of April 18, 2012 Arizona State Parks Board Meeting
 - 3. Approve Minutes of April 18, 2012 Arizona State Parks Board Meeting



4. Approve Executive Session Minutes of May 2, 2012 Arizona State Parks Board Meeting
5. Approve Minutes of May 2, 2012 Arizona State Parks Board Meeting

F. DIRECTOR'S SUMMARY OF CURRENT EVENTS – The Executive Director will provide a report on current issues and events affecting Arizona State Parks. A list of items to be discussed under this agenda item will be posted on the State Parks website (azstateparks.com) 24 hours in advance of the Parks Board meeting.

G. BOARD ACTION ITEMS

1. Consider Approval of the Arizona State Parks FY 2013 and FY 2014

Operating Budgets and Donations Program Budgets – Staff recommends that the Arizona State Parks Board approve the recommended Arizona State Parks Operating Budget of up to \$21,142,100 and Donations Program Budget of up to \$250,000 for FY 2013 as represented in Table 3 and as presented in Agenda Item G-1.

Staff recommends that the Arizona State Parks Board approve the submission of the requested Arizona State Parks Operating Budget of \$21,347,600 and Donations Program Budget of \$143,000 for FY 2014 as represented in Table 4, and as presented in Agenda Item G-1. Staff further recommends that the Arizona State Parks Board approve these budgets as lump sum and that the Executive Director be authorized to implement the programs, including submittal to the Governor's Office and Legislature as required.

2. Consider Pre-Approval of Revised FY 2013 and FY 2014 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPb) –

Staff recommends that the Arizona State Parks Board pre-approve submission of the two-year Strategic Plan to the Governor's Office of Strategic Planning and Budgeting for FY 2013 and FY 2014 and that the Executive Director be authorized to carry out the programs as required. The submitted plan will incorporate the Parks Board-approved agency Strategic Plan.

3&4. Consider Recommendations for Off-Highway Vehicle Recreation Fund Project and Grant Allocations for FY 2013 – Staff recommends that the

Arizona State Parks Board allocate up to \$50,000 from the OHV Recreation Fund to be used to continue the OHV website enhancement and media support program to disseminate important OHV information to the public and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

Staff recommends that the Arizona State Parks Board allocate \$155,200 from the OHV Recreation Fund to fund the BLM agreement to operate the Statewide OHV Ambassador Program that will include funding a Statewide Program Coordinator, Statewide Program Administrator and operating costs, and authorize the Executive Director or designee to execute that agreement.

Staff recommends that the Arizona State Parks Board allocate \$50,000 from the OHV Recreation Fund for State Parks OHV in-house projects that support the Statewide OHV Program and Statewide OHV Ambassador Program.



Staff recommends that the Arizona State Parks Board allocate \$366,442 from the OHV Recreation Fund to fund the eight FY 2012 high priority projects and one OHV Ambassador Expansion grant.

Staff recommends that the Arizona State Parks Board direct staff to initiate additional grant and project cycle recommendations for future FY 2013 Board consideration and action, from the remaining unobligated \$1,955,258 of FY 2012 and prior OHV funds and available Federal Recreational Trails funds. Projects and grants should be recommended in compliance with the 2010 Statewide Trails Plan and in accordance with other relevant prescribed plans.

Staff recommends that the Arizona State Parks Board authorize staff to obligate up to \$2 million of Federal Recreational Trails Program funds during FY 2013 for appropriate motorized and non-motorized trails and education projects, excluding competitive grant programs, with consideration for the project priorities established in the 2010 State Trail Plan and within the guidance provided for that program, and authorize the Executive Director or designee to execute agreements.

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5. **Consider Policy on Travel Reimbursement for FY 2013 for the Arizona State Parks Board and Advisory Committees** – Staff recommends that the Arizona State Parks Board suspend their motion of June 23, 2011 that indefinitely suspended all travel reimbursement for the volunteer members of the Board and all of its volunteer Advisory Committees, and make travel/expense reimbursement available for the Board and each Committee in an amount not to exceed \$3,000 for each group for approved meetings and/or events effective July 1, 2012 through June 30, 2013.
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6. **Consider Approval of FY 2014, FY 2015 and FY 2016 Capital Improvement Plan** - Staff recommends that the Arizona State Parks Board approve the FY 2014, FY 2015 and FY 2016 Capital Improvement Plan as presented in Agenda Item G-6.
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7. **Consider Approval of FY 2013 State Historic Preservation Office Work Plan** - Staff recommends that the Arizona State Parks Board approve the State Historic Preservation Office FY 2013 Work Plan as presented in Agenda Item G-7.

H. DISCUSSION ITEMS

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1. State Parks Operations Status Update
2. Revenue Forecast by Major Fund and Park Visitation Update
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3. Arizona State Parks Agency Strategic Plan Update

I. TIME AND PLACE OF NEXT MEETING AND CALL FOR FUTURE AGENDA ITEMS

1. Staff recommends the next Arizona State Parks Board Meeting be held on **THURSDAY**, September 20, 2012 at the Arizona State Parks offices.

FUTURE MEETING DATES/POSSIBLE LOCATIONS:

August 2, 2012 (joint meeting with the Game & Fish Commission), Audubon Arizona offices, Phoenix



October 24, 2012 – Patagonia Lake State Park, Catalina State Park or Tucson area

December 5, 2012 – Apache Junction City Council Chambers

2. Board members may wish to discuss issues of interest to Arizona State Parks and request staff to place specific items on future Board meeting agendas.

J. ADJOURNMENT

Pursuant to Title II of the Americans with Disabilities Act (ADA), Arizona State Parks does not discriminate on the basis of a disability regarding admission to public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting the acting ADA Coordinator, Nicole Armstrong-Best, (602) 542-7152; or TTY (602) 542-4174. Requests should be made as early as possible to allow time to arrange the accommodation.



Bryan Martyn, Executive Director

6/13/12 4:53 PM

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Title: Consider Approval of the Arizona State Parks FY 2013 and FY 2014 Operating Budgets and Donations Program Budgets
Staff Lead: Kent Ennis, Deputy Director
Date: June 20, 2012

Recommended Motion: FY 2013 Operating Budget and Assumptions

I move that the Arizona State Parks Board approve the recommended Arizona State Parks Operating Budget of up to \$21,142,100 and Donations Program Budget of up to \$250,000 for FY 2013 as represented in Table 3, and as presented in Agenda Item G-1.

Recommended Motion: FY 2014 Operating Budget Request and Assumptions

I move that the Arizona State Parks Board approve the submission of the requested Arizona State Parks Operating Budget of \$21,347,600 and Donations Program Budget of \$143,000 for FY 2014 as represented in Table 4, and as presented in Agenda Item G-1. I further move that the Arizona State Parks Board approve these budgets as lump sum and that the Executive Director be authorized to implement the programs, including submittal to the Governor's Office and Legislature as required.

Definitions of Budget Terms

- **Operating Funds** – Operating Funds are the main focus of the agency budgeting process. The operating budget includes funding for both permanent and seasonal full-time equivalent (FTE) positions, employee benefits, rent/leases, risk management and operating needs and other necessary expenditures to operate and support the agency.
- **Appropriated Funds** - Appropriated Funds are funds with legislative authorization to expend a limited amount of monies for a specific purpose.
- **Non-Appropriated Funds** - Non-appropriated funds are not subject to legislative appropriation. Expenditure limits fall under the Board's authority, which is contained in Arizona Revised Statutes.

AGENCY BUDGET OVERVIEW – STATUS TO DATE

FY 2013 and FY 2014 Budget Environment and Outlook

FY 2013 marks the first time in the last six years that Arizona State Parks has not been subjected to legislated fund sweeps. During FY 2008 through FY 2012, Arizona State Parks funds in excess of \$81.6 million were swept to the State's general fund. (Table 1)

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Park visitor revenues to the Enhancement Fund during FY 2012 are now estimated to approach a record \$11 million. Estimated FY 2012 Reservation Surcharge Fund revenues of \$600,000 and Publications and Souvenirs Revolving Fund revenues of \$400,000 are also expected to exceed original projections.

These three park-generated revenue streams, estimated at \$12 million total for FY 2012 through FY 2014, have been legislatively consolidated into the newly established State Parks Revenue Fund (SPRF). This change eliminates the three original funds, and becomes effective in early August of FY 2013. Interest earnings will begin accruing to the fund as well. All monies in the new consolidated SPRF fund are subject to legislative appropriation.

FY 2013 beginning cash balances in nearly all agency funds will be higher than originally projected, due mainly to vacancy savings (payroll costs below budgeted levels) accrued during FY 2012. A portion of the increased cash balance will be applied toward the Lake Havasu State Park campsite electrification and water main capital projects, after review by the Joint Committee on Capital Review (JCCR) on June 26, 2012.

The Law Enforcement Boating Safety Fund has been legislatively shifted from Arizona State Parks to the Arizona Game and Fish Department and State Treasurer, effective after FY 2012. Although this represents a nearly \$2 million loss of appropriated funds, the agency's total appropriated spending authority for FY 2013 has been increased by \$1.5 million above the FY 2012 level.

General Assumptions

The goal of the staff recommendation is to gradually increase agency operations during FY 2013 and FY 2014. Increases will be applied mostly toward filling critical vacant staff positions. The FY 2013 and FY 2014 agency operating budgets recommended by staff are driven by a number of general considerations. If these assumptions change, then Staff will come back to the Board as needed to discuss funding options. These assumptions include:

- 1) The Board will continue to emphasize keeping as many parks open as possible.
- 2) There will be no legislated sweeps of any State Parks funds in FY 2013 or FY 2014.
- 3) FY 2013 and FY 2014 budgets are limited by the levels of projected revenues, the cash balances available for operations in each year, and applicable statutory restrictions.
- 4) FY 2013 and FY 2014 will begin with operating cash balances that will enable the agency to operate at a higher expenditure level than in FY 2012, and also enable the Board to consider funding a modest scope of capital improvements in the near future.

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- 5) Continued monetary and in-kind local partner contributions toward specific park operations will support the agency's effort to keep those parks open.
- 6) Operating funds of at least \$1 million will be set aside annually for on-going routine repair and replacement of buildings, facilities, equipment, and other assets within the parks. This allocation is not intended to meet any large unanticipated replacement or rehabilitation of existing capital assets.
- 7) The State Parks Revenue Fund (SPRF) will be established in early August FY 2013, consolidating the three major park revenue streams, cash balances forward, and legislative appropriations. The original three funds established for these revenues and expenditures will be eliminated: the State Parks Enhancement Fund (EF), the Reservation Surcharge Revolving Fund (RSF), and the Publications and Souvenirs Revolving Fund (PUBS).
- 8) State personnel reform legislation (2nd Regular Session, Chapter 321, HB 2571), effective in late September of FY2013, creates a new State personnel system; changes the appointment of the State Parks Executive Director from the Parks Board to the Governor. It will require Grade 19 and higher covered employees to become uncovered. Lower grade employees can retain their State Merit System tenure if they remain in their current position, or they can choose to transition to the new personnel system now; authorizes the Agency Director to distribute a pro-rated 5% employee retention payment during FY 2013 to employees who are in the new personnel system by the effective date, if funding is available.

Board Budget Policy Considerations

Revenues and Cash Balances:

- State Lake Improvement Fund (SLIF) revenues are currently forecasted to be \$5 million in each of FY 2013 and FY 2014. Staff recommends spending \$4.5 million from SLIF in FY 2013 and \$5 million in FY 2014 for agency operations. Staff also recommends capital outlay expenditures of \$1.2 million from SLIF in FY 2013 for the Lake Havasu campsite electrification and water main replacement projects and \$300,000 for emergency repair, replacement and renewal projects. The FY 2013 and FY 2014 Capital Improvement Plans are addressed in Item G-6 of the June 20, 2012 Board package.
- The State Park Revenue Fund (SPRF) budget for FY 2013 assumes full use of the \$12,648,700 appropriation, including adjustment increases. Both FY 2013 and FY 2014 revenues to the SPRF are estimated to be \$12 million, including \$11 million from park user fees and concessions, \$400,000 from gift shop sales, and \$600,000 from reservation fees. Expenditures above \$12 million, up to the appropriation limit, will be funded from FY 2012 ending cash balances from the three eliminated funds that comprise the new SPRF.

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- Staff will pursue opportunities to access additional financial resources for agency operations, programs, and facilities improvements from private, corporate, governmental, non-profit and other sources.

Personnel and Staffing:

- The agency will begin to selectively replace professional staff lost to attrition. Critical permanent positions currently vacant will be filled within field park operations, program management and coordination, and agency-wide support and administration.
- Although no outside funding will be provided, staff recommends funding the pro-rated 5% employee retention payment in FY 2013, and, subject to review in FY 2014, to all employees who are part of the new State personnel system by September 29, 2012. All ASP employees, both permanent and temporary, will have the opportunity to transition by that effective date and thereby become eligible for the retention payment. After that date, new State employees, and employees who begin participation in the new plan, will not be eligible for the retention payment. Annualization of this FY 2013 retention payment is not legislated for any agency for FY 2014. However, subject to review of budget conditions prior to implementation of the FY 2014 budget, Arizona State Parks currently anticipates being able to afford the payment in FY 2014.

Capital Outlay and Grant-in-Aid Programs:

- Changes to policies relating to the Off-Highway Vehicle (OHV) Recreation Program are addressed in Items G-3 and G-4 of the June 20, 2012 Board package. These recommendations prioritize spending of OHV grant and project funds for FY 2013, and also address priorities for OHV program administration funds within the agency's operating budget.
- The Main Street Program will be transferred from the Arizona Commerce Authority to the State Historic Preservation Office. Traditional program funding sources are no longer available. It is anticipated that grants-in-aid to local governments will be funded through the Federal Historic Preservation Fund, which has sufficient cash balance and mutual program goals.
- Staff recommends allocating \$2 million of the estimated cash balance forward in the new State Parks Revenue Fund (SPRF) for expenditure in FY 2014 as part of the Capital Improvement Plan, with specific project allocations to be approved at a later date by the Board and the Joint Committee on Capital Review. The FY 2012 ending cash balance in the current Enhancement Fund (EF) is estimated to exceed \$6 million, and will carry forward into the SPRF when that fund becomes established in early August of FY 2013. The SPRF is subject to legislative appropriation for both operations and capital outlay, and the FY 2014 capital project budget requests are due in September 2012. The FY 2013 and FY 2014 Capital Improvement Plans are addressed in Item G-6 of the June 20, 2012 Board package.

Other Projects and Programs:

- Staff recommends FY 2013 and FY 2014 Donations Program budgets of \$250,000 and \$143,000 respectively from the Park and Program Donation

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accounts. This budget level includes annual expenditure of estimated new revenue of \$75,000 and approximately 50% of the current balance forward in those accounts each year. Staff also recommends continuation into FY 2013 of the Board's FY 2012 \$100,000 allocation from the Asta Forrest Bequest account, in support of park and program projects that are equally matched by contributions from external partners. No further allocations are requested at this time from the Asta Forrest Bequest account, and staff will return to the Board at a later date with recommendations for FY 2014 projects and allocations from the remaining balance.

- Staff will continue to develop and implement both programming and hardware improvements to the online tour and camping reservation system, focusing on more effective internal information management, and providing a more streamlined reservation process and additional options for our customers. The reservation fee revenue stream, estimated at \$600,000 in FY 2013, will fund these improvements, as well as the continuing operation and maintenance of the reservation system and call center.

Specific Budget Assumptions for FY 2013

The FY 2013 General Appropriations Act was passed by the Legislature in the 2012, 2nd Regular Session. In addition to those budgeted appropriation limits, the following are some of the major assumptions used in the preparation of the agency's FY 2013 financial plan.

- The newly created State Parks Revenue Fund is forecasted to collect \$12 million in revenues.
- Due to lack of capital funds, contingency capital projects for major structure or infrastructure replacement across the Arizona State Parks system in FY 2013 and FY 2014 are not currently addressed within the FY 2013 and FY 2014 agency budgets.
- The agency will set aside \$300,000 of FY 2013 operating funds for renewal or replacement of park signage and park staff uniforms. An additional \$100,000 will be set aside for improved parks landscaping.
- As part of the agency's efforts to secure sustainable funding for operations and facilities improvement, staff will contract for professional federal lobbyist services at an anticipated contract cost of \$100,000.
- The five-year Statewide Comprehensive Outdoor Recreation Plan (SCORP) will be completed, as well as the annual Employee Survey. Preparations will begin for the five-year Visitor Survey and the three-year Watercraft Survey.
- Personnel Reform will implement a pro-rated 5% retention payment to employees who are participants in the new State personnel system as of September 29, 2012. The partial-year payment will result in an increase of approximately 3.75% above the employee's base annual pay. Staff recommends funding the retention payment for all employees who are plan participants as of the effective date.

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- Additional staff support will be provided for coordination of the Off-Highway Vehicle Recreation Fund Ambassador Program.
- The American Trails International Trails Symposium will be held April 14-17, 2013 at Fort McDowell Resort, a Yavapai Nation property. The agency is the lead on this conference for the entire state and has a 52-person team working on the marketing, logistics, organization and presentations at the Symposium.

Specific FY 2014 Budget Proposal Recommendation

The FY 2014 budget request will be presented to the Governor's Office of Strategic Planning and Budgeting by September 1, 2012, and deliberated in the next year's Legislative Session. After final passage, the details of the budget signed by the Governor, and the agency's financial assumptions and recommendations for FY 2014, will be presented to the Parks Board in June 2013. At this time, key assumptions for that budget include the following:

- Staff will request that OSPB recommend to the Legislature to merge the Lump Sum Operating and Kartchner Caverns line items within the annual General Appropriations Act. This will provide the agency with flexibility to allocate the State Parks Revenue Fund appropriation more effectively across the entire park system. The separation of the two line items necessitates allocating more spending authority to Kartchner Caverns than is needed for the operation of that park, and effectively makes those funds inaccessible for operation of the rest of the park system.
- Completion of the next Watercraft Survey, which repeats every 3 years and determines the share of boating related gasoline taxes that fund the State Lake Improvement Fund (SLIF), is scheduled for the first half of FY 2013. The new estimated percentage is expected to take effect in July 2013. The current forecast does not predict a change to the agency's SLIF revenues.
- Staff recommends seeking FY 2014 legislative appropriation and JCCR approval for \$2 million of capital improvement projects from the SLIF. Staff would bring recommendations for specific projects to the Parks Board for review at a later date.
- Staff recommends continuation of funding for the full 5% annualized employee retention payment, which is an additional 1.25% equal to an additional \$169,00 above the FY 2013 funding level.
- Staff will open discussion with the Governor's Office regarding General Fund or other fund appropriations to the agency for a portion of the FY 2014 and FY 2015 operating budgets. If successful, the operating savings within the SLIF and State Parks Revenue Fund can then be redirected in subsequent years toward capital outlay projects that increase park revenues and address the agency's most critical deferred capital maintenance needs.

Budget Tables for FY 2012, FY 2013 and FY 2014

Table 1 shows legislated fund transfers (sweeps) from State Parks appropriated and non-appropriated funds enacted for the five-year period of FY 2008 through FY 2012.

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Table 2 shows estimated cash balances, revenues and expenditures by funding source and budget type for FY 2012.

Tables 3 and 4 show Staff recommendations to the Board for estimated revenues and expenditures by fund and budget type for FY 2013 and FY 2014. The recommended FY 2013 and FY 2014 operating budgets of **\$21.14** million and **\$21.35** million per year, respectively, reflect staff's recommendation to gradually increase permanent staffing, improve the visual appearance of park uniforms and visitor amenities, and pursue options for sustainable funding.

Table 5 shows the agency's operating budgets by category of expense for a six-year period, including the FY 2013 and FY 2014 budget recommendations.

Table 6 shows the agency's actual and estimated revenues by fund for the six- year period of FY 2009 through FY 2014.

Table 7 shows the status of accounts within the State Parks Donations Fund as of April 30, 2012.

Agency Budget Overview

Arizona State Parks (ASP) derives its operating, capital, and grant monies from a variety of funding sources. Some of the funds are appropriated annually to the Board by the Legislature, while other funds are appropriated to the Board on an ongoing basis per statute. Additionally, ASP receives a federal apportionment to support the duties of the State Historic Preservation Office (SHPO). Federal Funds are not appropriated by the Legislature, and Arizona State Parks classifies these as "Federal Funds" for accounting and auditing purposes. A definition of each fund, including sources and uses, can be found in the following sections of this report.

ASP follows instructions prescribed by the Governor's Office of Strategic Planning and Budgeting (OSPB) and the Joint Legislative Budget Committee (JLBC) for both appropriated and non-appropriated funds.

Traditionally, Arizona state government budgeting can be described as incremental. An incremental budget usually begins with a base budget and is adjusted each fiscal year for such items as rent, risk management, employee benefits, and pay packages.

The agency budget is split into three major Programs: Parks, Partnerships and Administration.

- The Parks Program includes the Development and Operations Sections.
- The Partnerships Program includes the State Historic Preservation Office (SHPO), the Public Information Office, and the Resources and Public Programs Section.
- The Administration Program includes the Director's Office, Administrative Services Division, and Agency-Wide Support. The Training, Computer Support, Printing and Marketing Plan budgets are included under Agency-Wide Support,

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along with the traditional budgets for ADOA Building Rent, Risk Management, and Motor Pool.

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Arizona State Parks Funding Sources

Appropriated Funds
•General Fund (eliminated from ASPB in FY 2009)
•Enhancement Fund (park user fees and concessions)
•Law Enforcement and Boating Safety Fund (to Az. Game & Fish after FY 2012)
•Reservation Surcharge Revolving Fund
•State Parks Revenue Fund (est. in FY 2013: user fees, gift shops, reservations)
Non-Appropriated Funds (Voter Protected) – including earned interest
•Land Conservation Fund (Growing Smarter)
Non-Appropriated Funds – including earned interest
•Heritage Fund (eliminated after FY 2011)
•State Lake Improvement Fund
•Off-Highway Vehicle Recreation Fund
•Partnerships Fund
•Publications and Souvenirs Revolving Fund (ASP gift shops)
•State Parks Donations Fund
Federal Funds
•Federal Recreational Trails Fund
•Federal Historic Preservation Fund
•Federal Land and Water Conservation Fund
•Federal Fund – Other Programs
Agency Budgeted Organizational Units Using Operating Funds
• Parks Program – Operations, Development
• Partnerships Program – Resources and Public Programs, Public Information Office, State Historic Preservation Office
• Administration Program – Director's Office, Administrative Services, Agency Support

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OVERVIEW OF FUND SOURCES

A total of seven different funding sources comprise the funds for Arizona State Parks. In FY 2012, total agency funds are estimated to be approximately \$25.6 million compared to \$44.1 million in FY 2011, and \$54.2 million in FY 2010. Each fund has its own set of rules for expenditures and is affected by different factors in estimating future revenues. These funds are usually classified by source as one of three groups, appropriated, non-appropriated and federal.

Appropriated funds are those funds appropriated by the Legislature. These funds include the General Fund (FY 2009 and prior) and other Appropriated Funds. Non-appropriated funds are those funds appropriated to the Board on an ongoing basis per statute. Additionally, Arizona State Parks receives a Federal apportionment to support the duties of the State Historic Preservation Office.

The distinction between each funding source is important. Non-appropriated funds, under control of the Arizona State Parks Board, are dependent upon changes in revenue. Without an increase in revenue, the Board cannot increase an operating budget unless unspent funds are available from previous fiscal years. Likewise, the Board may receive authority to expend Appropriated Funds but will be unable to exercise this authority if funds and cost balances fall short of projections.

Therefore, most operating budget discussions begin with available and anticipated funding. However, this discussion is becoming more complicated as the agency assumes more risk in its funding structure.

ARIZONA STATE PARKS FUND DESCRIPTIONS

APPROPRIATED FUNDS

1) State Parks Revenue Fund

FY 2013 will be the first year of the State Parks Revenue Fund. It replaces the State Parks Enhancement Fund, Reservation Surcharge Revolving Fund and the Publications and Souvenirs Revolving Fund. It will derive its funding from park user fees, concession sales, visitor fees for use of the reservation system, and the operation of 14 gift shops.

NON-APPROPRIATED FUNDS

2) Partnerships Fund

The Partnerships Fund was established to allow the Board to collect and expend monies related to:

- Non-Federal Grants to State Parks: Formal grants awarded to Arizona State Parks by State, Regional, and Local governmental entities to accomplish mutual program and project goals.

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- **Non-Federal Inter-Governmental Agreements:** Receipts from non-Federal governmental entities through execution of Inter-Governmental Agreements (IGAs), and Inter-Service Agreements (ISAs – Arizona State agencies) to augment funding for agency operations.
- **Land and Water Conservation Fund Surcharge Account (LWCF SC):**
A surcharge is assessed by State Parks to recipients of the Federal LWCF grant program. The surcharge may not exceed 10% of the cost of the total project. The surcharge amount is currently set at 10% of the grant amount. Monies are set aside to fund program administrative staff and support for the Federal LWCF program. (See Federal Funds for a description of the Federal LWCF grant program.)

3) State Parks Donations Fund

In accordance with ARS § 41-511.11 and § 41-511.22, State Parks may receive gifts, grants and other donations for purposes of carrying out the duties and objectives of the Board. The Director or designee may use the funds in accordance with the contributor's request.

4) Land Conservation Fund

Monies remaining in the fund are used to provide grants to purchase state trust lands for conservation purposes and up to 10% may be used for grants to landowners or lessees of public lands for conservation based management alternatives (CBMA). Only acquisition grants require a match by the applicant. From FY 2012 onward, the cash balance of the LCF will decline as grants are awarded and expended. The current balance in the Grant (principal) account is approximately \$42.7 million

Land Conservation Fund (Interest Account)

The interest monies in the fund are not subject to legislative appropriation. A maximum of \$500,000 of the annual interest earned on the fund balance is dedicated to the administration of the Growing Smarter Program. Remaining interest funds may be allocated by the Board for agency operations. Interest earnings received during FY 2011 and FY 2012 have decreased substantially from prior year levels, due to the decrease in the federal funds target rate and the reduction of the principal amount as grant are awarded. FY 2012 interest earnings are estimated to be \$855,000 and are anticipated to decline by half in each succeeding fiscal year.

5) Off-Highway Vehicle Recreation Fund

The Off-Highway Vehicle Recreation Fund consists of monies collected from motor vehicle fuel taxes and the off-highway vehicle indicia program. Arizona State Parks receives an annual allocation from the OHV Fund equal to 60% of the total amount collected. The annual allocation is administered by the Board as follows:

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- Up to 12% for planning and administration of the program;
- To establish a facility development program based upon the priorities of the plan; and
- To provide a matching grants program for funding OHV-related law enforcement, informational and environmental education programs, mitigation of environmental damage, facility development, land acquisition and construction of OHV facilities.

The Board determines the allocations of the grant and aid program funds based upon recommendations of the Off-Highway Vehicle Advisory Group (OHVAG) and the OHV Plan. For FY 2013, \$692,100 has been appropriated from OHV program funds for state park operations.

Revenue estimates for both FY 2013 and FY 2014, are \$2.7 million each year.

6) State Lake Improvement Fund

The State Lake Improvement Fund (SLIF) consists of a portion of the motor vehicle fuel taxes, a portion of monies from the watercraft license tax, and interest earned on the fund. The fund is administered by the Board for staff support to plan and administer the SLIF program, to fund acquisition and facilities development projects that enhance boating opportunities, and to purchase watercraft, in conjunction with other recreation plans of the Board. The percentage of gas tax deposited with SLIF is adjusted every three years, with the last adjustment occurring in FY 2010.

Revenue estimates for FY 2013 and FY 2014 are \$5 million each year.

7) Federal Funds

For FY 2011 through FY 2014, Federal Funds comprise \$1 million of the agency's operating budget for program administration, with \$897,500 from the Historic Preservation Fund and \$103,500 from the Recreational Trails Fund.

Historic Preservation Fund

The Historic Preservation Fund (HPF) is an annual federal grant to the State of Arizona awarded by the National Park Service (NPS). Funds are appropriated and apportioned annually to the States by Congress. The State Historic Preservation Office (SHPO) administers this grant on behalf of the state. Up to 90% of each annual apportionment may fund the operation of the SHPO. At least 10% is passed through to Certified Local Governments for historic preservation planning and projects.

The federal monies may be used for:

- 1) Compliance with State and Federal cultural resource laws
- 2) Survey, planning and protection of historic and pre-historic sites

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- 3) Determination of eligibility for placement on the National and Arizona Registers of Historic Places.
- 4) Certified Local Government (CLG) assistance in preservation planning and ordinance development (10% of federal funding is allocated to the CLG).
- 5) Preservation awareness programs
- 6) A matching grants program
- 7) Historic Property Tax Incentive Program
- 8) Administration of the above programs and support activities.

The National Parks Service (NPS) provides guidelines for various program costs that are eligible for reimbursement, and the program's performance is evaluated by NPS. Within these broad guidelines, the Board may determine how to allocate this fund.

Recreational Trails Program Fund

The Recreational Trails Program (RTP) provides funds to the States to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses.

Arizona State Parks is the agency responsible for administering RTP funds in Arizona. Forty-four percent (44%) of Arizona's RTP funds are available for motorized trails projects and grants, while another forty-four percent is available for non-motorized trail purposes.

Expenditures for motorized and non-motorized projects during FY 2013 and FY 2014 from these apportionments are estimated at \$2 million in each fiscal year. Program administration expenditures are budgeted at \$103,500 in each fiscal year. Staff anticipates that the apportionment for FY 2013 funds will be authorized at the FY 2012 level of \$1.45 million.

INTERNAL BUDGET PROCESS

The Arizona State Parks budget process normally begins in March with submissions by individual parks and the Phoenix Office. The requests are reviewed by budget staff and discussed with individual section chiefs, then forwarded to Executive Staff. Based upon revenue estimates and discussions with agency leadership as to overall agency priorities, Executive Staff crafts a budget to meet the Strategic Plan goals of the agency. Executive Staff meets again with agency leadership to discuss the budget and make revisions as necessary. The recommendations are then forwarded to the Board for consideration.

AGENCY BUDGET REQUESTS FY 2013 AND FY 2014

Agency Operating Budget Request

Operating Funds are the main focus of the agency budgeting process. The operating budget includes funding for both permanent and seasonal full-time equivalent (FTE)

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positions, employee benefits, rent/leases, risk management and operating needs and other necessary expenditures to operate and support the agency.

One key assumption for the FY 2013 and FY 2014 budgets is the continuation of the same level of park generated revenues. As of June 2012, the following represents a summary of where the parks system stands:

PARKS OPERATED SOLELY BY ARIZONA STATE PARKS

1. Alamo Lake State Park
2. Buckskin Mountain State Park/River Island unit
3. Catalina State Park
4. Cattail Cove State Park
5. Dead Horse Ranch State Park
6. Fool Hollow Lake Recreation Area
7. Kartchner Caverns State Park
8. Lake Havasu State Park
9. Lost Dutchman State Park
10. Patagonia Lake State Park
11. Picacho Peak State Park
12. Slide Rock State Park
13. Tonto Natural Bridge State Park

PARKS OPEN AND OPERATED BY AGREEMENT WITH ASP STAFF

1. Fort Verde State Historic Park
2. Homolovi State Park
3. Jerome State Historic Park
4. Lyman Lake State Park
5. Oracle State Park
6. Red Rock State Park
7. Roper Lake State Park

PARKS OPEN BY AGREEMENT WITHOUT ASP STAFF

1. Boyce Thompson Arboretum State Park
2. McFarland State Historic Park
3. Riordan Mansion State Historic Park
4. Spur Cross Conservation Area
5. Tombstone Courthouse State Historic Park
6. Tubac Presidio State Historic Park
7. Yuma Territorial Prison State Historic Park
8. Yuma Quartermaster Depot State Historic Park

PARKS CLOSED TO THE PUBLIC

1. Contact Point
2. San Rafael State Natural Area

Arizona State Parks							
FY 2008 - FY 2012 Legislative Sweeps and Reductions (Transfers to State General Fund)							
Fund		FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	Total FY08 - FY12
General Fund			\$5,112,200			v2	\$5,112,200
Reservation Fund			\$48,900	\$96,900	\$103,100	\$103,900	\$352,800
State Lake Improvement Fund		\$4,127,000	\$16,820,300	\$4,967,300	\$2,462,100	\$19,000	\$28,395,700
Law Enforcement Boating Safety			\$500,000	\$5,200		\$11,000	\$516,200
Enhancement Fund			\$5,391,800	\$5,487,100	\$2,106,000	\$2,126,300	\$15,111,200
Off-Highway Vehicle Fund		\$1,518,600	\$1,692,900	\$584,700	\$880,200	\$137,200	\$4,813,600
Heritage Fund	/1		\$4,978,100	\$11,390,550	\$10,000,000		\$26,368,650
Partnerships Fund			\$5,900	\$252,200	\$70,300	\$200	\$328,600
Donations Fund			\$8,300	\$233,600	\$19,700		\$261,600
Publications Fund			\$11,200	\$203,200	\$68,600	\$68,800	\$351,800
Total		\$5,645,600	\$34,569,600	\$23,220,750	\$15,710,000	\$2,466,400	\$81,612,350
v1 Heritage Fund transfers include \$3 million to the State Forester in each FY 2009 and FY 2010, and \$465,000 to the State Land Department in FY 2010.							
v2 FY 2012 sweeps were reduced by \$48,000 for ASRS Retirement adjustments.							

TAB 11

Arizona State Parks - FY 2012 ESTIMATED BUDGET

Funding Source	FY 2012 Actual Beginning Cash Balance	FY 2012 Estimated Revenue	FY 2012 Legislated Sweeps	FY 2012 Estimated Expenditures	FY 2012 Estimated Ending Cash Balance
Agency Operating Funds:					
Enhancement Fund	6,206,400	10,846,700	¹³ (2,126,300)	¹¹ (8,691,900)	6,234,900
Reservation Surcharge Fund	75,000	588,200	(103,900)	(484,300)	75,000
Publications & Souvenirs Fund	149,400	401,600	(68,800)	(345,200)	137,000
SPRF Interest	-	-	-	-	-
Subtotal State Parks Revenue Fund - start in FY13	6,430,800	11,836,500	(2,299,000)	(9,521,400)	6,446,900
Law Enforcement and Boating Safety Fund	631,900	1,141,000	(11,000)	(1,761,900)	-
State Lake Improvement Fund	3,064,600	4,979,700	(19,000)	(4,464,300)	3,561,000
Land Conservation Fund - Interest	1,283,700	855,400	-	-	2,139,100
Donations Fund - Interest	142,300	3,400	-	(25,000)	120,700
Federal Funds - Agency Operations	1,157,400	870,800	-	(955,000)	1,073,200
Off-Highway Vehicle Fund - Program Administration	51,200	331,400	(59,500)	(273,200)	49,900
Off-Highway Vehicle Fund - Agency Operations	17,500	692,100	(11,400)	(684,600)	13,600
Partnerships Fund - Agency Operations	138,500	463,100	(200)	(502,100)	99,300
Total Agency Operating Funds	12,917,900	21,173,400	(2,400,100)	(18,187,500)	13,503,700
Donations Program Funds:					
Donations - Asta Forrest Bequest Account	143,000	-	-	-	143,000
Donations - Park & Program Accounts	122,000	89,500	-	(71,600)	139,900
Total Donations Program Funds	265,000	89,500	-	(71,600)	282,900
Project and Grant Funds:					
Federal Funds - Capital Projects and Grants & Aid	49,400	1,962,900	-	(2,012,300)	-
State Lake Improvement Fund - Capital Projects	216,300	-	-	(216,300)	-
State Parks Revenue Fund - Capital Projects	-	-	-	-	-
Law Enforcement Boating Safety Fund - Grants & Aid	-	750,000	-	(750,000)	-
Off-Highway Vehicle Fund - Grants & Aid	2,203,800	1,738,400	(66,300)	(818,900)	3,057,000
Partnerships Fund - Projects & Grants to State Parks	92,500	-	-	(1,200)	91,300
Total Project and Grant Funds	2,562,000	4,451,300	(66,300)	(3,798,700)	3,148,300
Subtotal Non-Voter Protected Funds	15,744,900	25,714,200	(2,466,400)	(22,057,800)	16,934,900
Land Conservation Fund - Grants & Aid	80,919,300	275,400	-	(40,460,000)	40,734,700
Total All Agency Funds	96,664,200	25,989,600	(2,466,400)	(62,517,800)	57,669,600

Notes and Assumptions:

- ¹¹ The ASP Board approved the FY 2012 agency operating budget of \$19,489,900 on June 23, 2011.
- ¹² Staff estimates actual FY 2012 operating expenditures will be \$1.3 million under budget, with vacancy savings comprising approximately \$1.0 million of that amount.
- ¹³ FY 2012 revenue to the Land Conservation Fund Grant Program is from capital gains on investments of the fund balance with the State Treasurer.
- ¹⁴ The FY 2012 sweep of \$48,000 from multiple operating funds for Retirement Savings was refunded to the agency in May 2012.
- ¹⁵ Staff recommend Board approval to continue the current \$100,000 Asta Forrest Bequest challenge grant program into FY 2013, without additional allocation at this time.

TABLE 2

Arizona State Parks - FY 2013 RECOMMENDED BUDGET

Funding Source	FY 2013 Estimated Beginning Cash Balance	FY 2013 Estimated Revenue	FY 2013 Budget Re- Allocations	FY 2013 Recommended Budget	FY 2013 Estimated Ending Cash Balance
Agency Operating Funds:					
Enhancement Fund	6,234,900	11,000,000	-	(11,648,700)	5,586,200
Reservation Surcharge Fund	75,000	600,000	-	(600,000)	75,000
Publications & Souvenirs Fund	137,000	400,000	-	(400,000)	137,000
SPRF Interest	-	30,000	-	-	30,000
Subtotal State Parks Revenue Fund	6,446,900	12,030,000	-	(12,648,700)	5,828,200
Law Enforcement and Boating Safety Fund					
	-	-	-	-	-
State Lake Improvement Fund					
Land Conservation Fund - Interest	3,561,000	5,000,000	(1,500,000)	(4,500,000)	2,561,000
Donations Fund - Interest	2,139,100	450,000	-	(1,450,000)	1,139,100
Federal Funds - Agency Operations	120,700	4,000	-	(50,000)	74,700
Off-Highway Vehicle Fund - Program Administration	1,073,200	870,800	-	(1,000,000)	944,000
Off-Highway Vehicle Fund - Agency Operations	49,900	324,000	(49,900)	(324,000)	-
Partnerships Fund - Agency Operations	13,600	692,100	(13,600)	(692,100)	-
	99,300	378,000	-	(477,300)	-
Total Agency Operating Funds	13,503,700	19,748,900	(1,563,500)	(21,142,100)	10,547,000
Donations Program Funds:					
Donations - Asta Forrest Bequest Account	143,000	-	-	(100,000)	43,000
Donations - Park & Program Accounts	139,900	75,000	-	(150,000)	64,900
Total Donations Program Funds	282,900	75,000	-	(250,000)	107,900
Project and Grant Funds:					
Federal Funds - Capital Projects and Grants & Aid	-	2,815,000	-	(2,815,000)	-
State Lake Improvement Fund - Capital Projects	-	-	1,500,000	(1,500,000)	-
State Parks Revenue Fund - Capital Projects	-	-	-	-	-
Law Enforcement Boating Safety Fund - Grants & Aid	-	-	-	-	-
Off-Highway Vehicle Fund - Grants & Aid	3,057,000	1,683,900	63,500	(3,120,500)	1,683,900
Partnerships Fund - Projects & Grants to State Parks	91,300	100,000	-	(191,300)	-
Total Project and Grant Funds	3,148,300	4,598,900	1,563,500	(7,626,800)	1,683,900
Subtotal Non-Voter Protected Funds	16,934,900	24,422,800	-	(29,018,900)	12,338,800
Land Conservation Fund - Grants & Aid					
	40,734,700	-	-	(20,367,300)	20,367,400
Total All Agency Funds	57,669,600	24,422,800	-	(49,386,200)	32,706,200

See Notes and Assumptions on Second Page

TABLE 3

Arizona State Parks - FY 2013 RECOMMENDED BUDGET

Notes and Assumptions:

- 11 Effective early August 2012, the State Parks Revenue Fund (SPRF) will be established, consolidating the three major park revenue streams: Enhancement Fund (user fees and concessions), Reservation Surcharge Fund (reservation fees), and the Publications & Souvenirs Fund (gift shop sales). The total legislated appropriation for the SPRF, including adjustments for ASRS Retirement and for employee retention payments, is approximately 12.78 million. Staff is recommending an expenditure level that is approximately \$128,000 below the maximum appropriation expenditure authority.
- 12 Staff anticipates a zero cash balance forward in the Law Enforcement Boating Safety Fund (LEBSF); however, goods and services received on or before June 30, 2012 are obligations on the ending LEBSF cash balance, and sufficient cash to pay those obligations may be carried forward into FY 2013 for any delayed transactions.
- 13 Staff recommends allocating \$1.5 M from SLIF cash balance forward, toward capital outlay projects, which are addressed in **Item G-6** of the June 20, 2012 Board agenda. On June 26, 2012, the Joint Committee on Capital Review (JCCR) will review the agency's request to expend \$1.5 million of SLIF for capital outlay projects: \$1.2 million for campsite and water main improvements at Lake Havasu SP, and \$300K for emergency repair / replacement / renewal projects within the ASP park system.
- 14a FY 2013 OHV Administration will fund additional ASP staff support for the Ambassador Program, and OHVAG travel reimbursements as approved by the ASP Board.
- 14b Remaining FY 2011 OHV Program Administration and Agency Operations budgets of \$83,500 are de-obligated to the OHV Grants and Aid portion of the fund. Unexpended operating funds are held for one following fiscal year, to ensure that all obligations on the funds have been discharged.
- 14c Estimated OHV Grants and Projects funds from FY 2012 and prior include \$543,600 of obligated funds, and \$2,576,900 of funds available for award. Staff recommendations for OHV Grant and Project allocations during FY 2013 are addressed in **Item G-3&4** of the June 20, 2012 Board package.
- 15 Partnerships Fund Operations revenue includes: \$175K IGA with Hopi Tribe for Homolovi SHP; \$130K other IGAs for park operating; \$73K LWCF Surcharge (grant admin). Expenditures include all carry forward IGA balances into FY 2013 and all FY 2013 IGA and LWCF Surcharge revenues.
- 16 Staff recommend continuation of the FY 2012 \$100,000 Asta Forrest Bequest challenge grant program into FY 2013, with no additional allocation at this time.
- 17 Federal Projects & Grants include: \$730K Land and Water Conservation - ASP capital outlay for Lake Havasu SP Boat Ramps/Parking; \$85K Historic Preservation - Aid to Local Governments; \$2.0M Recreational Trails - Aid for motorized and non-motorized trails grants and projects.
- 18 Partnerships - Projects and Grants to ASP represents non-Federal intergovernmental grants to ASP to accomplish mutual programmatic goals of ASP and its partners.
- 19 The recommended FY 2013 agency operating budget includes funding for the Personnel Reform retention payment of 5% to employees who are eligible as of 9-29-12. All current ASP employees will have the option to become eligible for this payment. Annualized, the retention payment is equal to 3.75% of gross wages in FY 2013.

TABLE 3, CONT.

Arizona State Parks - FY 2014 BUDGET REQUEST

Funding Source	FY 2014 Estimated Beginning Cash Balance	FY 2014 Estimated Revenue	FY 2014 Budget Re- Allocations	FY 2014 Budget Request	FY 2014 Estimated Ending Cash Balance
Agency Operating Funds:					
Enhancement Fund	5,586,200	11,000,000	(2,000,000)	12, 19 (11,717,000)	2,869,200
Reservation Surcharge Fund	75,000	600,000	-	(600,000)	75,000
Publications & Souvenirs Fund	137,000	400,000	-	(400,000)	137,000
SPRF Interest	30,000	30,000	-	-	60,000
Subtotal State Parks Revenue Fund	5,828,200	12,030,000	(2,000,000)	(12,717,000)	3,141,200
Law Enforcement and Boating Safety Fund					
State Lake Improvement Fund	2,561,000	5,000,000	-	(5,000,000)	2,561,000
Land Conservation Fund - Interest	1,139,100	225,000	-	(1,225,000)	139,100
Donations Fund - Interest	74,700	1,100	-	(50,000)	25,800
Federal Funds - Agency Operations	944,000	870,800	-	(1,000,000)	814,800
Off-Highway Vehicle Fund - Program Administration	-	324,000	-	(324,000)	-
Off-Highway Vehicle Fund - Agency Operations	-	692,100	-	(692,100)	-
Partnerships Fund - Agency Operations	-	339,500	-	(339,500)	-
Total Agency Operating Funds	10,547,000	19,482,500	(2,000,000)	(21,347,600)	6,681,900
Donations Program Funds:					
Donations - Asta Forrest Bequest Account	43,000	-	-	(43,000)	-
Donations - Park & Program Accounts	64,900	75,000	-	(100,000)	39,900
Total Donations Program Funds	107,900	75,000	-	(143,000)	39,900
Project and Grant Funds:					
Federal Funds - Capital Projects and Grants & Aid	-	2,830,000	-	(2,830,000)	-
State Lake Improvement Fund - Capital Projects	-	-	-	-	-
State Parks Revenue Fund - Capital Projects	-	-	2,000,000	(1,000,000)	1,000,000
Law Enforcement Boating Safety Fund - Grants & Aid	-	-	-	-	-
Off-Highway Vehicle Fund - Grants & Aid	1,683,900	1,683,900	-	(1,683,900)	1,683,900
Partnerships Fund - Projects & Grants to State Parks	-	100,000	-	(100,000)	-
Total Project and Grant Funds	1,683,900	4,613,900	2,000,000	(5,613,900)	2,683,900
Subtotal Non-Voter Protected Funds	12,338,800	24,171,400	-	(27,104,500)	9,405,700
Land Conservation Fund - Grants & Aid	20,367,400	-	-	(10,183,700)	10,183,700
Total All Agency Funds	32,706,200	24,171,400	-	(37,288,200)	19,589,400

See Notes and Assumptions on Second Page

TABLE 4

Arizona State Parks - FY 2014 BUDGET REQUEST

Notes and Assumptions:

- 11 Effective early August 2012, the State Parks Revenue Fund (SPRF) will be established, consolidating the three major park revenue streams: Enhancement Fund (user fees and concessions), Reservation Surcharge Fund (reservation fees), and the Publications & Souvenirs Fund (gift shop sales). The total FY 2014 legislated appropriation for the SPRF, including annualization of adjustments, is anticipated to be \$12.82 million. Staff is recommending an expenditure level that is approximately \$103,000 below the maximum anticipated appropriation expenditure authority.
- 12 The FY 2014 Budget Request is based on continuation of FY 2013 revenue and cash balance resources, and continuation of FY 2013 operational levels. Staff will pursue discussion and request for General Funds, or other funding appropriation, as a Funding issue within the FY 2014 formal State budget submission, which would enable the Board to allocate a portion of park revenues and State Lake Improvement Funds for deferred capital renewal and replacement projects in FY 2015.
- 13 Staff recommends Board approval to request a legislative capital outlay appropriation of \$2.0 million for FY 2014 from the SPRF. Requests are due September 1, 2012. The Capital Improvement Program is addressed in **Item G-6** of the June 20, 2012 Board agenda.
- 14a FY 2013 OHV Administration continues ASP staff support for the Ambassador Program, and OHVAG travel reimbursements as approved by the ASP Board.
- 14c Estimated FY 2014 OHV Grant and Project allocations are based on expending prior year revenues, while reserving new year revenue for future cycles. Staff recommendations for FY 2014 OHV Grant and Project allocations will be presented at the June 2013 ASP Board meeting.
- 15 Partnerships Fund Operations revenue includes: \$175K IGA with Hopi Tribe for Homolovi SHP; \$90K other IGAs for park operating; \$74,500 LWCF Surcharge (grant admin).
- 16 Staff will return to the Board at a later date with recommendations for projects to be funded during FY 2014 from the remaining balance in the Asta Forrest Bequest account.
- 17 Federal Projects & Grants include: \$745K Land and Water Conservation - ASP capital outlay for Lake Havasu SP Boat Ramps/Parking; \$85K Historic Preservation - Aid to Local Governments; \$2.0M Recreational Trails - Aid for motorized and non-motorized trails grants and projects.
- 18 Partnerships - Projects and Grants to ASP represents non-Federal intergovernmental grants to ASP to accomplish mutual programmatic goals of ASP and its partners.
- 19 The recommended FY 2014 agency operating budget includes funding for the Personnel Reform retention payment of 5% to employees who were enrolled as of 9-29-12. All current ASP employees will have the option to become eligible for this payment. Annualized, the retention payment is equal to 5.00% of gross wages in FY 2014.

TABLE 4, CONT.

Arizona State Parks

FY 2009 - FY 2014 Agency Operating Budgets and Recommendations by Category of Expense

<u>Category of Expense</u>	<u>FY 2009</u> <u>Original</u> <u>Budget Before</u> <u>Sweeps</u>	<u>FY 2010</u> <u>Per 4-21-10</u> <u>Board Action</u>	<u>FY 2011</u> <u>Per 3-17-11</u> <u>Board Action</u>	<u>FY 2012</u> <u>Per 6-23-11</u> <u>Board Action</u>	<u>Recommended</u>	
					<u>FY 2013</u>	<u>FY 2014</u>
					<u>Operating</u> <u>Budget</u> <u>Estimate</u>	<u>Operating</u> <u>Budget</u> <u>Request</u>
Personal Services	\$13,998,500	\$10,096,600	\$8,695,500	\$8,623,900	\$9,143,300	\$9,257,600
Employee Related Expenditures (ERE)	5,856,000	4,399,800	3,839,400	3,849,200	4,410,900	4,466,000
Subtotal Personal Services and ERE	\$19,854,500	\$14,496,400	\$12,534,900	\$12,473,100	\$13,554,200	\$13,723,600
Professional and Outside Services	\$241,200	\$221,700	\$273,500	\$357,200	\$357,200	\$357,200
In-State Travel	447,700	124,100	131,600	139,400	139,400	139,400
Out-of-State Travel	5,000	100	5,000	5,000	5,000	5,000
Other Operating Expenditures	5,656,300	5,501,900	5,759,600	6,206,300	6,736,300	6,772,400
Non-Capital Equipment	35,000	90,300	58,700	100,000	100,000	100,000
Capital Equipment	50,000	32,300	300,000	208,900	250,000	250,000
Subtotal All Other Operating	\$6,435,200	\$5,970,400	\$6,528,400	\$7,016,800	\$7,587,900	\$7,624,000
Total Annual Agency Operating Budget	\$26,289,700	\$20,466,800	\$19,063,300	\$19,489,900	\$21,142,100	\$21,347,600

TABLE 5

Arizona State Parks Revenues by Fund FY 2009 - FY 2014

Fund	Actual FY09	Actual FY10	Actual FY11	Estimate FY12	Estimate FY13	Estimate FY14
<u>Appropriated Funds</u>						
General Fund	\$ 3,485,200	\$ -	\$ -	\$ -	\$ -	\$ -
% ^ from Prior Fiscal Year	-54.98%	-100.00%	0.00%	0.00%	0.00%	0.00%
Enhancement Fund	\$ 9,534,200	\$ 9,948,300	\$ 9,818,600	\$ 10,847,000	\$ 11,000,000	\$ 11,000,000
% ^ from Prior Fiscal Year	-1.09%	4.34%	-1.30%	10.47%	1.41%	0.00%
Reservation Surcharge Revolving Fund	\$ 305,900	\$ 339,500	\$ 381,900	\$ 588,000	\$ 600,000	\$ 600,000
% ^ from Prior Fiscal Year	-10.36%	10.98%	12.49%	53.97%	2.04%	0.00%
Law Enforcement & Boat Safety Fund	\$ 2,345,300	\$ 2,232,600	\$ 1,965,100	\$ 1,891,000	\$ -	\$ -
% ^ from Prior Fiscal Year	4.70%	-4.81%	-11.98%	-3.77%	-100.00%	0
State Parks Revenue Fund	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
% ^ from Prior Fiscal Year	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
<u>Federal Funds (Non-Appropriated)</u>						
Land & Water Conservation Fund	\$ 1,164,000	\$ 1,166,700	\$ 641,500	\$ 622,000	\$ 730,000	\$ 745,000
% ^ from Prior Fiscal Year	-23.98%	0.23%	-45.02%	-3.04%	17.36%	2.05%
Historic Preservation Fund	\$ 720,300	\$ 804,900	\$ 1,026,600	\$ 924,000	\$ 852,000	\$ 852,000
% ^ from Prior Fiscal Year	9.47%	11.75%	27.54%	-9.99%	-7.79%	0.00%
Trans. Equity Act - Recreational Trails Fund	\$ 1,962,800	\$ 1,574,100	\$ 506,200	\$ 1,129,000	\$ 2,104,000	\$ 2,104,000
% ^ from Prior Fiscal Year	14.36%	-19.80%	-67.84%	123.03%	86.36%	0.00%
All Other Federal Programs	\$ 151,800	\$ 118,200	\$ 35,700	\$ 158,000	\$ -	\$ -
% ^ from Prior Fiscal Year	62.54%	-22.13%	-69.80%	342.58%	0.00%	0.00%
<u>Other Non-Appropriated Funds</u>						
State Lake Improvement Fund	8,700,200	6,712,500	5,021,800	4,980,000	5,000,000	5,000,000
% ^ from Prior Fiscal Year	-5.66%	-22.85%	-25.19%	-0.83%	0.40%	0.00%
Off-Highway Vehicle Fund	2,508,500	2,529,200	2,624,800	2,762,000	2,700,000	2,700,000
% ^ from Prior Fiscal Year	28.90%	0.83%	3.78%	5.23%	-2.24%	0.00%
Heritage Fund (includes interest)	\$ 10,697,800	\$ 6,414,100	\$ 25,700	\$ -	\$ -	\$ -
% ^ from Prior Fiscal Year	-10.40%	-40.04%	-99.60%	-100.00%	0.00%	0.00%
Land Conservation Fund (includes interest)	\$ 22,213,100	\$ 21,625,200	\$ 21,024,800	\$ 1,131,000	\$ 450,000	\$ 225,000
% ^ from Prior Fiscal Year	-15.41%	-2.65%	-2.78%	-94.62%	-60.21%	-50.00%
Arizona Trail Fund	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -
% ^ from Prior Fiscal Year	0.00%	-100.00%	0.00%	0.00%	0.00%	0.00%
Donations Fund (includes interest)	\$ 192,700	\$ 58,700	\$ 105,100	\$ 93,000	\$ 79,000	\$ 75,000
% ^ from Prior Fiscal Year	-35.95%	-69.54%	79.05%	-11.51%	-15.05%	-5.06%
Partnerships Fund	\$ 250,200	\$ 170,200	\$ 547,300	\$ 463,000	\$ 478,000	\$ 440,000
% ^ from Prior Fiscal Year	-22.90%	-31.97%	221.56%	-15.40%	3.24%	-7.95%
Publications/Souvenirs Revolving Fund	\$ 520,700	\$ 502,100	\$ 373,800	\$ 402,000	\$ 400,000	\$ 400,000
% ^ from Prior Fiscal Year	-13.95%	-3.57%	-25.55%	7.54%	-0.50%	0.00%
<u>All Funds</u>						
% ^ from Prior Fiscal Year	\$ 64,877,700	\$ 54,196,300	\$ 44,098,900	\$ 25,990,000	\$ 24,423,000	\$ 24,171,000
	-13.13%	-16.46%	-18.63%	-41.06%	-6.03%	-1.03%
<u>All Funds:</u>						
Appropriated	15,670,600	12,520,400	12,165,600	13,326,000	11,630,000	11,630,000
Federal	3,998,900	3,663,900	2,210,000	2,833,000	3,686,000	3,701,000
Non-Appropriated	45,208,200	38,012,000	29,723,300	9,831,000	9,107,000	8,840,000
Total - All Funds	64,877,700	54,196,300	44,098,900	25,990,000	24,423,000	24,171,000

STATE PARKS DONATIONS FUND
Account Balances as of April 30, 2012

Total Donations Fund \$396,597

Agency / Director's Office Accounts:

Interest Account & Misc.	\$120,637
Mucklow Bequest	\$1,000
Forrest Bequest	\$143,052
Subtotal Director's Office	\$264,690

Partnerships Accounts:

Recreational Trails	\$1,122
State Historic Preservation Office	\$1,637
Subtotal Partners	\$2,760

Parks Division Accounts:

Alamo Lake	\$4,705	Oracle	\$6,942
Buckskin Mountain	\$723	Patagonia Lake	\$135
Catalina	\$3,827	Picacho Peak	\$1,055
Cattail Cove	\$664	Red Rock	\$10,115
Dead Horse Ranch	\$11,876	Riordan Mansion	\$12,708
Fool Hollow Lake	\$3,115	Roper Lake	\$862
Fort Verde	\$1,166	San Rafael	\$5,507
Homolovi Ruins	\$3,365	Slide Rock	\$89
Jerome	\$2,937	Tombstone Courthouse	\$6,195
Kartchner Caverns	\$10,691	Tonto Natural Bridge	\$1,639
Lake Havasu	\$374	Tubac Presidio	\$10,849
Lost Dutchman	\$3,527	Verde River Greenway	\$71
Lyman Lake	\$685	Yuma Quartermaster Depot	\$5,042
McFarland	\$7,685	Yuma Territorial Prison	\$11,451
Operations/Volunteer Program	\$1,148	Subtotal Parks	\$129,148

TABLE 7

Arizona State Parks Board Action Report
Agenda Item #: G-2



Title: Consider Pre-Approval of Revised FY 2013 and FY 2014 Strategic Plan to the Governor's Office of Strategic Planning and Budgeting (OSPB)
Staff Lead: Kent Ennis, Deputy Director
Date: June 20, 2012

Recommended Motion:

I move that the Arizona State Parks Board pre-approve submission of the two-year Strategic Plan to the Governor's Office of Strategic Planning and Budgeting for FY 2013 and FY 2014 and that the Executive Director be authorized to carry out the programs as required. The submitted plan will incorporate the Parks Board-approved agency Strategic Plan.

Status to Date:

The State of Arizona passed the Arizona Budget Reform Act in 1993, which requires a formal identification of all state programs and compels agencies to craft mission statements and strategic plans against which each program can be evaluated. The law requires agencies to prepare two-year plans that include mission statements, goals, objectives, and performance measures for each budget program. Strategic plans are used to aid the development of Strategic Program Area Reviews (SPAR), which is program evaluation that crosses agency boundaries. Beginning with FY 1996, biennial budgeting was established for state agencies. These changes move Arizona toward linking strategic planning with program budgeting, focusing on meaningful results and performance accountability.

Following guidelines from the Governor's Office of Strategic Planning and Budgeting (OSPB), each agency must prepare full strategic plans for the agency as a whole and individual strategic plans for each program component. State Parks is composed of three programs: Parks, Partnerships, and Administration.

OSPB has not yet released the latest set of forms for the Strategic Plan available to the state agencies. These forms are expected to be available in late June or July of 2012. The Parks Board adopted a Strategic Plan on October 20, 2010, which is significantly different from the plan submitted to OSPB last September. Parks Staff will enter the appropriate components of Board-approved Strategic Plan into the OSPB forms by the due date, which is expected to be September 1, 2012.

Time Frame:

Staff will work with OSPB during the summer of 2012 to summarize the agency's new Strategic Plan into a format, probably abbreviated, that will be used in the Governor's FY 2014 Budget Recommendation documents.

Staff and Financial Resources:

No additional staff resources will be required.

Arizona State Parks Board Action Report
Agenda Item #: G-2

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

- The Parks Board approved the three-year Strategic Plan for FY 2011, FY 2012 and FY 2013 to the OSPB on September 15, 2010.
- The Parks Board formally adopted the Agency Strategic Plan on October 20, 2010.
- The Parks Board pre-approved the Revised FY 2012 and FY 2013 Strategic Plan to the OSPB on June 23, 2011.

Attachment:

2011-2013 OSPB Submission – Pages 20A-20C

PRA 0.0

Agency Summary**STATE PARKS BOARD**

Renee Bahl, Executive Director
(602) 542-7102

A.R.S. §§ 41-511 et. seq.

Plan Contact: Kent Ennis, Assistant Director, Administrative Services
(602) 542-6920

Mission:

To manage and conserve Arizona's natural, cultural, and recreational resources for the benefit of the people, both in our parks and through our partners.

Vision: Arizona State Parks is indispensable to the Economies, Communities and Environments of Arizona.

Description:

Arizona State Parks develops and manages 30 State parks and natural areas and provides safe and enjoyable facilities and programs for over 2.2 million visitors annually, 51% from out-of-state. There are 65,000 acres of park property, 1,300 campsites and 8 historic parks.

Other agency programs include the State Historic Preservation Office, which is responsible for the identification, evaluation and protection of Arizona's prehistoric and historic heritage resources and compliance with federal and state laws. The agency coordinates two recreational trails programs; motorized and non-motorized trail activities as well as administers the Off-Highway Vehicle (OHV) Program and OHV Recreation Fund. The agency distributes the Law Enforcement Boating Safety Fund grants to eligible county governments and manages the Growing Smarter State Trust Land Acquisition Grant program. The agency coordinates statewide resource planning, public involvement and educational opportunities through partnerships for public purposes. Arizona State Parks is comprised of the Director's Office and three divisions: Parks, Partnerships and Administration.

Arizona State Parks serves as an economic engine to the State of Arizona. Open parks support 3,300 jobs in communities. Total annual economic impact of Arizona State Parks is \$266 million with direct expenditures by visitors calculated at \$163 million. Federal, state and local tax generated by the 2.2 million visitors is \$44 million. Rural economies depend on open state parks.

Strategic Issues:

Issue 1 *The Arizona State Parks Board has defined the three strategic goals of the agency: 1) Keep parks open and operating; 2) Increase net revenues and reduce net costs; and 3) Protect natural and cultural resources.*

Unprecedented reductions in Arizona State Parks' funding sources have severely impacted the agency's ability to perform mission-critical functions. A steady and reliable stream of revenues and a sustainable operating plan is needed to maintain and enhance the Arizona State Parks system. This includes funding to maintain adequate staffing levels and to address current and future capital needs as the state grows. Arizona State Parks currently has a deferred maintenance backlog exceeding \$170 million. Identifying and capitalizing on opportunities that can increase effectiveness and efficiency are essential to achieve maximum results with fewer resources.

The \$82 million in budget reductions and fund sweeps in the five-year period from FY 2008 – FY 2012 impacted all agency funds except federal funds. The agency has not received operating General Funds since FY 2009. Budget reductions to the agency's parks operating funds, in particular the Enhancement Fund, Reservation Surcharge Revolving Fund, Publications and Souvenirs Revolving Fund and State Lake Improvement Fund, caused the closure or reduced operations at many Arizona State Parks. There were a total of 48 employees impacted by the agency reductions and layoffs. The agency is seeking legislation to protect all park-

generated revenues. These revenues include all monies currently deposited in the Enhancement Fund, the Publications and Souvenirs Revolving Fund and the Reservation Surcharge Revolving Fund. Arizona State Parks staff is working with lawmakers and partners to further the Arizona State Parks Board legislative agenda.

The elimination of the Arizona State Parks Heritage Fund statutes in FY 2010 resulted in the permanent loss of \$10 million in revenues. These revenues were utilized by the agency for pass through grants and capital improvements to Arizona State Parks properties, to provide opportunities for the public to enjoy outdoor recreation, to help preserve natural and cultural resources, and to promote environmental education. The interest was used to support the administration of the grant programs and support services for other Heritage Fund programs.

During FY 2011, the Legislature appropriated revenues from the Law Enforcement Boating Safety Fund (LEBSF) in the amount of \$500,000 to be distributed to Mohave and La Paz Counties. During FY 2012, \$750,000 was appropriated from the LEBSF for Yuma, Mohave and La Paz Counties. The remaining LEBSF revenues and cash balances were appropriated to Arizona State Parks operations; approximately \$3.6 million in FY 2011 and \$1.1 million in FY 2012. However, during the FY 2011 Regular Session, legislation was passed moving the LEBSF program to the Arizona Game and Fish Department starting in FY 2013. It is not currently known whether annual LEBSF revenues of approximately \$2.2 million, less any required county grants, will continue to be appropriated to Arizona State Parks, but the loss of this level of funding will create a further severe funding issue for the agency. Three key goals of the Arizona State Parks Board are to increase net revenues and reduce net costs, keep parks open and operating, and protect natural and cultural resources. Since FY 2010, the agency has been able to support sustainable operations with contributions from community partners. Parks currently has 16 financial operating agreements with other State agencies, counties, cities and towns, the Hopi Tribe, Arizona State Parks Friends Groups as well as other non-profit organizations. These agreements have kept parks open to the public. The agency also started FY 2012 with 1,500 agency volunteers and Site Stewards who, in FY 2011, donated 260,000 hours, which represents an estimated \$5.5 million of non-paid labor. There are 4,000+ members of 14 Friends Groups. Continuing local financial stress is causing a reduction in the total of financial commitments, which places additional needs on the agency to find funding for these parks. The maintenance and expansion of such agreements with partners will continue to be a high priority in the next several years.

The agency is using a more detailed approach to agency and, in particular, individual park operational costs. This includes a monthly break-even analysis for each park.

The agency is exploring approaches to expand on-park concessions for new services provided by the private sector. This will remain a high priority in the future. In addition, Arizona State Parks has been examining the possibility of "whole park" concessions, or operational transfers to the private sector, which included the issuance of a Request for Information to potential 3rd Party Operators at Arizona State Parks in December 2010.

Two issues impacted the immediate pursuit of "whole park" 3rd Party Operations by the private sector. First, the Bureau of Land Management (BLM), the federal owner of most Arizona State Park recreation properties, made it clear that transfers of park revenues are not allowed under the Recreation and Public Purposes Act and continued sweeps will prevent the BLM from considering and approving expanded concessions on these properties.

Second, the Arizona State Parks Board has determined that "whole park" 3rd Party Operations should result in an increase in net revenues and a reduction of net costs to the State and agency, keep parks open and operating, and protect natural and cultural resources. The analysis of park level operations in FY 2011 indicated that the system earned a positive 'margin' of \$1.7 million, which included several parks with high operational margins and many with continuing operating deficits, even if local

2011 - 2013 ARIZONA MASTER LIST OF STATE GOVERNMENT PROGRAMS

partnership financial contributions are included. Based on indications of the range of revenue shares received by private operators of parks, (mostly federal such as the United States Forest Service) It is not yet clear that the agency would continue to receive a net park system margin of \$1.7 million from shared revenues.

PRA 1.0
Program Summary
PARK DEVELOPMENT AND OPERATION
Jay Ream, Assistant Director
Assistant Director's Office (602) 542-7103
A.R.S. §§ 41-511 et. seq.

Mission:

To manage and conserve Arizona's natural, cultural and recreational resources for the benefit of the people, both in our parks and through our partners.

Description:

The Parks Division consists of two sections: The Operations and Development Sections. The Operations Section is responsible for the operation and maintenance of Arizona's state parks, natural areas and historic and cultural areas. Since FY 2010, the agency has been able to support sustainable park operations with contributions from community partners. Parks currently has 16 financial operating agreements with other State agencies, counties, cities and towns, the Hopi Tribe, Arizona State Parks Friends Groups as well as other non-profit organizations. These agreements have kept most parks open to the public. The agency started FY 2012 with a staff of just over 150, over 1,500 agency volunteers and Site Stewards who, in FY 2011, donated 260,000 hours, which represents an estimated \$5.5 million of non-paid labor. There are 4,000+ members of 14 Friends Groups. Continuing local financial stress is causing a reduction in the total of financial commitments, which places additional needs on the agency to find funding for these parks. The maintenance and expansion of such agreements with partners will continue to be a high priority in the next several years. The Development Section is responsible for the design, construction and overall maintenance of Arizona State Parks and natural areas. Major responsibilities include the selection of consultants for project design and monitoring/inspection of projects from conception to completion. Staff prepares the agency's two-year capital improvement plan. There is no funding for development or acquisition of properties at this time.

The agency has not received operating General Funds since FY 2009. Budget reductions to the agency's parks operating funds, in particular the Enhancement Fund, Reservation Surcharge Revolving Fund, Publications and Souvenirs Revolving Fund and State Lake Improvement Fund caused the closure or reduced operations at many Arizona State Parks. The elimination of the Arizona State Parks Heritage Fund statutes in FY 2010 resulted in the permanent loss of \$10 million in revenues. A portion of these revenues were utilized by the agency for capital improvements to Arizona State Parks properties, to provide opportunities for the public to enjoy outdoor recreation, to help preserve natural and cultural resources, and to promote environmental education. The agency is seeking legislation to protect all park-generated revenues.

- ◆ **Goal 1** To provide sustainable management of our natural, cultural, recreational, economic, and human resources.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Percent of Parks Open to the Public	93	96	96
Percent of parks open 7 days per week	57	57	57
Percent of parks managed by Arizona State Parks without financial assistance	43	46	46
Percent of parks operated by Arizona State Parks with partner assistance	29	22	22

Number of Non-Paid Hours Provided by Volunteers and Site Stewards	260	260	260
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- ◆ **Goal 2** To provide safe, meaningful, and unique experiences for our visitors, volunteers, and citizens

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of parks completing facility upgrades	11	17	17

- ◆ **Goal 3** To build lasting public and private partnerships, to promote local economies, good neighbors, recreation, conservation, tourism, and establish sustainable agent funding.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of private concessionaire agreements	6	6	6

PRA 2.0
Program Summary
PARTNERSHIPS AND GRANTS
Jay Ziemann, Assistant Director
Assistant Director's Office (602) 542-7104
A.R.S. §§ 41-511 et. seq.

Mission:

To manage and conserve Arizona's natural, cultural and recreational resources for the benefit of the people, both in our parks and through our partners.

Description:

The Partnerships Division consists of the Resources and Public Programs, the State Historic Preservation Office (SHPO), and External Affairs Program Sections. The Partnerships Division oversees numerous programs of a statewide nature, such as historic preservation, grants, research and marketing, public affairs and public relations.

The Resources and Public Programs (RP&P) Section manages the following programs: cultural and natural resource grants, research and marketing, as well as internal and external partnerships that go well beyond our own system of parks to accomplish State Parks' goals. The section is responsible for acquiring, planning, developing, managing and maintaining natural, cultural, and recreational resources within the State Parks system for public use, education, enjoyment and safe visitor experiences. Responsibilities include master planning, real estate management, historical preservation, protection of historical and cultural sites, environmental and science issues confronting Arizona State Parks resources, as well as developing comprehensive long-range plans that deal with statewide recreational and cultural issues. FY 2012 contains no funding for development or acquisition of properties.

The section is responsible for managing over \$40 million in grants available annually to Arizona communities, resource managers and agencies to preserve, manage and enhance Arizona's significant natural open space, cultural and recreational resources. The elimination of the Arizona State Parks Heritage Fund statutes in FY 2010 resulted in the permanent loss of \$10 million in revenues. A portion of these revenues was utilized by the agency for pass through grants. Funded programs include grant funds for open space conservation, law enforcement boating safety, off-highway vehicle recreation, federal recreation trails projects, and federal land and

2011 - 2013 ARIZONA MASTER LIST OF STATE GOVERNMENT PROGRAMS

water conservation projects. The RP&P Section is responsible for developing and maintaining financial operating agreements with other State agencies, counties, cities and towns, the Hopi Tribe, Arizona State Parks Friends Groups as well as other non-profit organizations.

The RP&P Section conducts surveys, provides monthly individual park and park system attendance and revenue statistics, and gathers research data to support all programs and enhance decision-making. This section coordinates marketing and public information through traditional and emerging marketing strategies and maintains the agency website. This section also coordinates public involvement and educational opportunities through partnerships for public purposes.

The RP&P section is served by five standing advisory committees who work with staff and advise the Arizona State Parks Board on a number of matters. Members of the Arizona Outdoor Recreation Coordinating Commission (AORCC) and the Conservation Acquisition Board (CAB) are appointed by the Governor. The Arizona State Committee on Trails (ASCOT), Off-Highway Vehicle Advisory Group (OHVAG), Natural Areas Preservation Advisory Committee (NAPAC) and the Historic Preservation Advisory Committee (HPAC) are appointed by the Arizona State Parks Board. Staff coordinates with these advisory committees and other partners to plan, inventory, enhance, preserve, manage and interpret Arizona's natural, cultural and recreational resources for the education and enjoyment of the public.

The State Historic Preservation Office (SHPO) is responsible for the identification, evaluation and protection of Arizona's prehistoric and historic heritage resources and compliance with federal and state laws. The SHPO also oversees many educational and stewardship programs and events that engage it with the general public concerned about historic resources. The Public Information Office (PIO) develops communications plans and strategies for informing Arizona's residents and visitors about the programs and projects being managed by the Arizona State Parks.

- ◆ **Goal 1** To provide sustainable management of our natural, cultural, recreational, economic and human resources.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of SHPO correspondence processed	2,650	2,650	2,650

- ◆ **Goal 2** To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Attendance at Special Events (in thousands)	26	27	27

Number of Special Events	18	18	18
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- ◆ **Goal 3** To document our progress through planning, analysis and research.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of disciplines of study monitoring the health of Kartchner Caverns State Park	10	14	14

- ◆ **Goal 4** To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of new or renewed partnership agreements.	6	11	13

- ◆ **Goal 5** To effectively communicate with the public, policy makers, our partners, peers, and ourselves.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Public visits to agency web site	523	523	523
Explanation:	Public visits to agency web site		

Number of Facebook fans	6,200	6,200	6,200
Number of Twitter followers	5,000	5,000	5,000
Number of media exposures (millions)	396	400	400

PRA 3.0 **Program Summary**
ADMINISTRATION
Kent Ennis, Assistant Director
Assistant Director's Office (602) 542-6920
A.R.S. §§ 41-511 et. seq.

Mission:

To manage and conserve Arizona's natural, cultural and recreational resources for the benefit of the people, both in our parks and through our partners.

Description:

Administration is accomplished through the Director's Office and the Administrative Services Division. The Director's Office manages the three Divisions in the agency, oversees implementation of the Strategic Plan and monitors progress toward meeting the Agency's Strategic Plan goals and objectives. The Administrative Services Division provides support to all activities and programs and assures that the Agency has the necessary authority, financial resources, human resources, management information and technical capability to accomplish their mission.

Administration implemented a new online reservation system throughout the park system in FY 2011.

- ◆ **Goal 1** To provide sustainable management of our natural, cultural, recreational, economic and human resources.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Number of information technology infrastructure upgrades/systems deployed	25	20	20
Percent of law enforcement officers completing AZPOST requirements	100	100	100
Percent of eligible employees recognized through Agency Service Awards	100	100	100

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Administration as a percentage of total cost	1.5	1.5	1.5

- ◆ **Goal 2** To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Performance Measures	FY 2011 Actual	FY 2012 Estimate	FY 2013 Estimate
Maintain a positive margin on overall park system revenues less expenditures	17	15	15

Arizona State Parks Board Action Report
Agenda Item #: G-3&4



Title: Consider Recommendations for Off-Highway Vehicle Recreation Fund Project and Grant Allocations for FY 2013
Staff Lead: Kent Ennis, Deputy Director
Date: June 20, 2012

Recommended Motion:

I move the Arizona State Parks Board allocate up to \$50,000 from the OHV Recreation Fund to be used to continue the OHV website enhancement and media support program to disseminate important OHV information to the public and for other costs associated with website enhancements, and authorize the Executive Director or designee to execute agreements.

I move the Arizona State Parks Board allocate \$155,200 from the OHV Recreation Fund to fund the BLM agreement to operate the Statewide OHV Ambassador Program that will include funding a Statewide Program Coordinator, Statewide Program Administrator and operating costs, and authorize the Executive Director or designee to execute that agreement.

I move the Arizona State Parks Board allocate \$50,000 from the OHV Recreation Fund for State Parks OHV in-house projects that support the Statewide OHV Program and Statewide OHV Ambassador Program.

I move the Arizona State Parks Board allocate \$366,442 from the OHV Recreation Fund to fund the eight FY 2012 high priority projects and one OHV Ambassador Expansion grant.

I move the Arizona State Parks Board direct staff to initiate additional grant and project cycle recommendations for future FY 2013 Board consideration and action, from the remaining unobligated \$1,955,258 of FY 2012 and prior OHV funds and available Federal Recreational Trails funds. Projects and grants should be recommended in compliance with the 2010 Statewide Trails Plan and in accordance with other relevant prescribed plans.

I move the Arizona State Parks Board authorize staff to obligate up to \$2.0 million of Federal Recreational Trails Program funds during FY 2013 for appropriate motorized and non-motorized trails and education projects, excluding competitive grant programs, with consideration for the project priorities established in the 2010 State Trail Plan and within the guidance provided for that program, and authorize the Executive Director or designee to execute agreements.

Status to Date:

The OHV Recreation Fund is comprised of tax on motor fuel and, since the passing of SB 1167 (effective January 1, 2009), OHV indicia (sticker) revenues. It is estimated that there will be an unobligated cash balance forward from FY 2012 available on July 1, 2012 in the amount of \$2,576,900 for OHV projects. The following describes the recommended allocation of those funds in FY 2013.

Arizona State Parks Board Action Report
Agenda Item #: G-3&4

Project Ratings

Over the past six months staff developed a process for rating the project applications based on a quantitative analysis of the types of project activities being proposed. The evaluation tool presented to OHVAG awards the most points to projects that accomplish the highest priority recommendations from the State Trails Plan. Other considerations from the OHV legislation include accomplishing multiple recommendations, support from users and groups, and the OHVAG priority to develop on-the-ground projects that provide an immediate benefit to users are part of the evaluation process.

State Parks received, reviewed for eligibility, and rated eleven (11) applications utilizing the evaluation tool. The total combined amount requested from the OHV Recreation Fund and Recreational Trails Program was \$1,227,733.

(Attached is the summary list of applications for the projects indicating the rating scores and funding requests.)

At the June 1, 2012 OHVAG meeting all eleven project proposals were deemed as eligible. However, staff only recommends funding for eight projects. The following three projects are not recommended for funding:

BLM Lake Havasu Field Office – TMP Implementation Maps & Signs. Requested OHV Funds: \$6,000 – Requested RTP Funds: \$97,000. This project cannot proceed until there is a signed decision for the Travel Management Plan. This is scheduled for December 2012. These dates are seldom met and appeals may follow. Staff suggests that the application should be resubmitted after the plan is approved.

AZ Game & Fish Dept – Statewide OHV Access Use, Impact Survey. Requested OHV Funds: \$107,000 – Requested RTP Funds: \$0. This project proposes to fund a survey to identify use/days in high use OHV areas, access/availability issues, and safety enforcement actions needed. Enforcement strategies will be developed and implemented. This project is not being recommended because it does not address high priority scope items as defined in the 2010 Statewide Trails Plan.

White Mountain Open Trails Association – Snowflake Motorsports Park Environmental Impact Study. Requested OHV Funds: \$130,000 – Requested RTP Funds: \$0. This project proposes to fund an environmental assessment (EA) on a trail system on the Apache-Sitgreaves National Forest-Black Mesa Ranger District to be used for a motorsports event. This project is not being recommended based on information provided by the Forest Service that the proposed NEPA will only be used to determine whether an event can occur. Documentation from the USFS indicates there is no plan to use the results of the EA to open new trails for public use.

Staff recommends that \$351,442 from the OHV Recreation Fund and \$445,191 from the RTP Fund for a grand total of \$796,633 be approved to fund the eligible scope items for the remaining eight OHV Statewide Projects.

At the June 1, 2012 meeting OHVAG approved funding for nine projects including the White Mountain Open Trails Association project and the BLM Lake Havasu Field Office project. OHVAG rejected the AZ Game & Fish Department project because of the low

Arizona State Parks Board Action Report
Agenda Item #: G-3&4

score indicating the high priority concerns are not being met; staff concurs with this decision. OHVAG also rejected the Tonto NF-Cave Creek RD management presence project because they did not want to fund federal employees and did not believe they would really be focused solely on the work identified in the project proposal; staff does not concur with this decision, and recommends funding this project.

Ambassador Program Expansion Grant

At their June 23, 2011 meeting the Parks Board approved a budget for the OHV program that included up to \$60,000 for OHV Ambassador Program Expansion Grants.

On January 23, 2012 staff announced the opportunity to apply for OHV Ambassador Program Expansion Grants. An opportunity to fund up to four grants for \$15,000 each was offered to eligible entities and organizations that could meet the requirements of the OHVA Program and solicitation.

RideNow Management, LLLP was the only organization that submitted an application. They met all eligibility requirements in the grant manual and provided the appropriate financial and corporate information. Staff convened a team of three reviewers who scored the grant application according to the rating criteria instructions. RideNow Management, LLLP scored fourteen (14) of the possible fifteen (15) points.

Staff recommends the approval of funding \$15,000 from the Off-Highway Vehicle Recreation Fund to RideNow Management, LLLP to operate an OHV Ambassador Program unit as identified and in compliance with the terms in the OHV Ambassador Program Manual and agreement with State Parks.

At the June 1, 2012 meeting OHVAG unanimously approved this project.

Arizona State Parks Board Action Report
Agenda Item #: G-3&4

Staff Recommended OHV Project and Grant Allocations for FY 2013

1.) OHV Media Support Program	Up to	\$	50,000
2.) BLM-OHV Ambassador Program	Up to:	\$	155,200
3.) ASP In-House OHV Projects	Up to:	\$	50,000
4.) Statewide FY 2013 OHV projects and OHV Ambassador Program Expansion grant	Up to:	\$	366,442
5.) Future OHV Statewide FY 2013 ____ projects and grants for Board consideration	Up to:	\$	<u>1,955,258</u>
Total Recommended FY 2013 Allocations:		\$	2,576,900

All recommended allocations are funded from FY 2012 and prior OHV revenues.

Current Status – OHV Program Media Support

A contract was signed with PRfect Media, Inc. on December 1, 2012 to assist State Parks in updating the OHV portion of the website and provide media support in distributing OHV information statewide. At their June 23, 2011 meeting the Parks Board allocated \$50,000 from the OHV Recreation Fund for this purpose. When this contract expires it will leave seven months in FY 2013 without funding appropriated to continue the program. As the contract nears expiration, OHVAG will be asked to review the accomplishments and determine if continued funding is warranted. Funds need to be allocated whether or not they will be used. Staff recommends allocating \$50,000 to continue funding for the OHV website enhancement and media support program.

OHVAG Recommendation: At their June 1, 2012, meeting, the OHVAG voted unanimously to provide up to \$50,000 from the OHV Recreation Fund to continue the OHV website enhancements and media support program.

Current Status – BLM OHV Ambassador Program

The OHVA program has proven very successful in providing on-site management assistance to land managers, and providing important safety and responsible use messages to OHV riders. The OHVA meets the priorities established in the Board approved Trails Plan by providing a management and law enforcement presence, providing educational programs, and promoting coordinated volunteer opportunities. The current program is coordinated through the Bureau of Land Management (BLM)-Phoenix District Office and affects areas within the Phoenix urban interface. The BLM has maintained and built the program. They have borne staff and support costs. They have also established a good record of "best practices" that is now being shared with the new OHV Ambassador Program Expansion grant recipients. Currently the OHVA Program will be operating in the Kaibab and Coconino National Forests this summer and a full schedule of events are scheduled on the Prescott National Forest. Interest and support from land managers and OHV users is increasing in new areas of Arizona. A new unit will be working in the Tucson and Pinal County area soon and interested

Arizona State Parks Board Action Report
Agenda Item #: G-3&4

OHV users in the Payson and Wickenburg areas are forming groups to support the OHVA Program as well.

Staff has recommended to OHVAG that future OHVA Program expansion be considered in conjunction with other new project proposals and funded in the same award cycles as other grant and aid projects.

Staff recommends that \$155,200 be allocated from the OHV Recreation Fund to fund the BLM agreement to operate the Statewide OHV Ambassador Program, which will include funding a Statewide Program Coordinator, Statewide Program Administrator and operating costs.

OHVAG Recommendation: At their June 1, 2012, meeting, the OHVAG voted unanimously to concurred with the staff recommendation to the Parks Board that \$155,200 be allocated from the OHV Recreation Fund to fund the BLM agreement to operate the OHV Ambassador Program, which will include funding a Statewide Program Coordinator, Statewide Program Administrator and operating costs.

Current Status – ASP OHV In-House Projects

Staff is requesting an additional \$50,000 for State Parks OHV in-house projects. Staff will continue to purchase and wrap OHVA Program trailers for new grant funded OHVA units. In order to maintain consistency in the Program, staff may need to purchase some additional supplies for all OHVA units.

In addition, staff is creating a motorized trail maintenance program similar to the non-motorized program that has been very well received over the past ten years. Crews will be on contract with State Parks to provide maintenance on motorized trails. Staff may provide motorized trail maintenance equipment.

OHVAG Recommendation: At their June 1, 2012 meeting, the OHVAG voted to recommend to the Parks Board that \$50,000 be allocated for State OHV in-house projects.

Current Status – OHV Statewide Projects

The Arizona State Parks Board and staff remain committed to the goal of responsibly and efficiently getting OHV projects funded and on-the-ground. At the end of FY 2012 staff anticipates there will be \$2,576,900 unobligated cash available from FY 2012 and prior year revenues for the FY 2013 Statewide OHV Program. Staff is recommending that the Parks Board award \$366,442 for eight OHV grants and one OHV Ambassador Program Expansion grant from OHV Recreation Fund monies available on July 1, 2012. After the deductions for the OHV Media Support Program, the BLM OHV Ambassador Program, ASP In-House Projects, and Statewide FY 2013 OHV grants and OHV Ambassador Program Expansion grant, staff anticipates a balance of unobligated cash in the amount of \$1,955,258 will be available for additional Statewide FY 2013 OHV Projects that meet the high priorities identified in the Statewide OHV Program Project Funding process. With Board approval, staff will continue to initiate additional grant and project award cycles for OHVAG, AORCC and Board consideration during FY 2013.

Current Status – Recreational Trails Program

State Parks receives an annual allocation from the federal Recreational Trails Program

Arizona State Parks Board Action Report
Agenda Item #: G-3&4

(RTP) for motorized and non-motorized trail and education projects and grants. For the current award cycle, there is \$1,455,000 available for that purpose. The money is split evenly between motorized and non-motorized uses. Staff proposes to continue using the motorized portion to leverage state OHV funds for high priority on-the-ground and educational projects selected through the Statewide OHV Program Project Funding process.

Staff is proposing that the non-motorized portion be offered for trail and education projects through a competitive process. This will be in addition to the on-going Recreational Trail Maintenance Program where State Parks provides state contracted trail crews for both motorized and non-motorized trail maintenance work through non-competitive agreements with governmental land managers.

Current Status – OHV/Ambassador FTE

Prior to FY 2008, staff that administered the federal Recreational Trails Program (non-motorized and motorized trails programs) and the Statewide OHV and Ambassador Program consisted of four full time positions. Due to budget reductions, legislated sweeps to program OHV operating funds, and the hiring freeze, staffing was reduced to one full time position. For FY 2013 there are no legislative sweeps anticipated and sufficient funds are available from the administration portion of the OHV Recreation Fund to fund an additional full time position to assist with the administration of the Recreational Trails Program, the Statewide OHV Program and Statewide OHV Ambassador Program.

OHVAG Recommendation to Executive Staff: At their June 1, 2012 meeting, the OHVAG recommend using the OHV Recreation Fund to hire one full-time Planner II position to assist with the administration of the Recreational Trails Program, the Statewide OHV Program and Statewide OHV Ambassador Program.

Current Status – Travel Expenses

The OHVAG desires to represent the Statewide OHV Program at various statewide OHV events and assist staff in conducting project sites visits. The OHVAG feels these expenses fall under the OHV 12% administrative allocation, which are taken from the OHV community. These funds would be in addition to any travel reimbursement that the Parks Board might approve for all advisory committees. The OHVAG voted to recommend that \$10,000 be allocated from the OHV Recreation Fund administrative allocation to allow for reimbursement for travel expenses for OHVAG members to OHV events.

Staff does not concur with the OHVAG recommendation.

Time Frame:

Staff will implement the Parks Board actions beginning July 1, 2012.

Staff and Financial Resources:

The administration of the Recreational Trails Program, the Statewide OHV Program and Statewide OHV Ambassador Program is ongoing. Additional staff and financial resources for Program operations and support are addressed in this report under

Arizona State Parks Board Action Report
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Current Status – OHV/Ambassador FTE, and in Agenda Item G-1 State Parks FY 2013 and FY 2014 Operating Budgets.

Relation to Strategic Plan:

Resources Goal: To provide sustainable management of our natural, cultural, recreational, economic and human resources.

Relevant Past Board Actions:

The Parks Board allocated OHV Recreation Fund monies last at their meeting on June 23, 2011.

Attachments:

FY 2012 OHV Program Project Recommendations – Page 27A

FY 2012 OHV Project Summaries and Funding Recommendations – Pages 27B-27C

FY 2012 Statewide OHV Program Project Recommendations

	Project Sponsor	Project Title	OHVAG Funding Recommendations OHV Fund	OHVAG Funding Recommendations RTP Fund	OHVAG Rating Scores
1	COCONINO NF-RED ROCK RD	STONEMAN LAKE/APACHE MAID OHV AREA IMPROVEMENTS	\$20,000	\$130,000	61
2	TONTO NF-CCRD	DESERT VISTA TRAIL SYSTEM - PHASE I	\$75,000	\$60,127	55
3	COCONINO NF-FLAGSTAFF RD	MUNDS PARK OHV AREA IMPROVEMENTS	\$0	\$64,508	49
4	BLM-AZ STRIP FO	TRAVEL MANAGEMENT PLAN IMPLEMENTATION	\$116,233	\$110,586	45
5	TONTO NF-CCRD	DESERT VISTA/ST CLAIRE MANAGEMENT PRESENCE	\$0	\$0	38
6	AMERICAN CONSERVATION EXPERIENCE	MAZATZAL WILDERNESS BOUNDARY SIGNING	\$0	\$79,970	32
7	MARICOPA COUNTY PARKS	VULTURE MTN REGIONAL OHV PARK ENVIRONMENTAL ASSESMENT	\$69,950	\$0	31
8	BLM-KINGMAN FO	ROUTE EVALUATIONS	\$30,000	\$0	28
9	BLM-HAVASU FO	TMP IMPLEMENTATION MAPS & SIGNS	\$6,000	\$97,000	27
10	WHITE MOUNTAIN OPEN TRAILS ASSN	SNOWFLAKE MOTORSPORTS PARK ENVIRONMENTAL IMPACT STUDY	\$130,000	\$0	27
11	AZ GAME & FISH DEPT	STATEWIDE OHV ACCESS, USE, IMPACT SURVEY	\$0	\$0	2

Total OHVAG Funding Recommendation \$447,183 \$542,191

5	TONTO NF-CCRD	DESERT VISTA/ST CLAIRE MANAGEMENT PRESENCE	\$40,259	\$0	Staff recommends funding
9	BLM-HAVASU FO	TMP IMPLEMENTATION MAPS & SIGNS	-\$6,000	-\$97,000	Staff does not recommend funding
10	WHITE MOUNTAIN OPEN TRAILS ASSN	SNOWFLAKE MOTORSPORTS PARK ENVIRONMENTAL IMPACT STUDY	-\$130,000	\$0	Staff does not recommend funding

Total Staff Funding Recommendation \$351,442 \$445,191

FY 2012 STATEWIDE OHV PROGRAM - PROJECT SUMMARIES AND FUNDING RECOMMENDATIONS BASED ON MOTORIZED PRIORITIES FROM THE 2010 TRAILS PLAN

PROJECT APPLICATIONS			Total Proposed Project Costs (includes match)	OHVAG FUNDING RECOMMENDATION	STAFF SUGGESTED FUNDING DISTRIBUTION & FUNDING RECOMMENDATION			OHVAG Rating Scores
Project Sponsor	Project Title	Project Description		OHVAG Total Recommended Funding (OHV & RTP)	Staff Total Recommended Funding (OHV & RTP)	Suggested OHV Funding	Suggested RTP Funding	
COCONINO NF-RED ROCK RD	STONEMAN LAKE/APACHE MAID OHV AREA IMPROVEMENTS	This project will provide site improvements at the Stoneman Lake/Apache Maid staging area including: public scoping for additional trail designations, area delineation, kiosks, and other support facilities. Road renovations will be done on other parts of the District to high use trails.	\$165,000	\$150,000	\$150,000	\$20,000	\$130,000	61
TONTO NF-CCRD	DESERT VISTA TRAIL SYSTEM - PHASE I	The project will renovate 16 miles of approved routes, mitigate resource damage to a sensitive watershed area, provide trail and interpretive signage, and conduct a NEPA survey in advance of development of a staging area.	\$147,391	\$135,127	\$135,127	\$75,000	\$60,127	55
COCONINO NF-FLAGSTAFF RD	MUNDS PARK OHV AREA IMPROVEMENTS	This project will provide general maintenance and improvements to the Munds Park Motorized Trail System. The Janice Place ATV Trail will be repaired, the Iron Springs Trailhead will be improved, and 3 miles of new ATV trail (52") will be added.	\$74,849	\$64,508	\$64,508	\$0	\$64,508	49
BLM-AZ STRIP FO	TRAVEL MANAGEMENT PLAN IMPLEMENTATION	This project will lead to decisions under the Travel Management Plan and allow the BLM to provide signage, maps, kiosks, and on-line travel maps and information. NOTE: Project sponsor agreed to delete Travel Management Coordinator position reducing the OHV Fund requested amount and total project cost by \$91,100.	\$653,542	\$226,819	\$226,819	\$116,233	\$110,586	45
TONTO NF-CCRD	DESERT VISTA/ST CLAIRE MANAGEMENT PRESENCE	This project will hire two seasonal employees to work 4 months each to implement trail renovation projects; install signage and gates; repair fence; coordinate volunteer activities; and provide on-the-ground presence and manage daily use. Some signs and materials will be purchased.	\$49,835	\$40,259	\$40,259	\$40,259	\$0	38
AMERICAN CONSERVATION EXPERIENCE	MAZATZAL WILDERNESS BOUNDARY SIGNING	This project will properly identify the boundary of the Mazatzal Wilderness Area with signs and mitigation illegal motorized intrusion into the area.	\$79,970	\$79,970	\$79,970	\$0	\$79,970	32
MARICOPA COUNTY PARKS	VULTURE MTN REGIONAL OHV PARK ENVIRONMENTAL ASSESMENT	This project will fund and environmental assessment in preparation for development of OHV facilities.	\$80,050	\$69,950	\$69,950	\$69,950	\$0	31
BLM-KINGMAN FO	ROUTE EVALUATIONS	This project will allow a contractor to provide travel alternatives for the Kingman FO Travel Management Plans based on completed route inventories.	\$33,350	\$30,000	\$30,000	\$30,000	\$0	28

FY 2012 STATEWIDE OHV PROGRAM - PROJECT SUMMARIES AND FUNDING RECOMMENDATIONS BASED ON MOTORIZED PRIORITIES FROM THE 2010 TRAILS PLAN

PROJECT APPLICATIONS			Total Proposed Project Costs (includes match)	OHVAG FUNDING RECOMMENDATION	STAFF SUGGESTED FUNDING DISTRIBUTION & FUNDING RECOMMENDATION			OHVAG Rating Scores
Project Sponsor	Project Title	Project Description		OHVAG Total Recommended Funding (OHV & RTP)	Staff Total Recommended Funding (OHV & RTP)	Suggested OHV Funding	Suggested RTP Funding	
BLM-HAVASU FO	TMP IMPLEMENTATION MAPS & SIGNS	This project will provide funds to sign OHV routes and create Access Guides once the TMP is approved.	\$117,600	\$103,000	\$0	\$6,000	\$97,000	27
WHITE MOUNTAIN OPEN TRAILS ASSN	SNOWFLAKE MOTORSPORTS PARK ENVIRONMENTAL IMPACT STUDY	This project will provide funding for an environmental assessment for a trail system on the Apache-Sitgreaves NFs-Black Mesa Ranger District used for a motorsports event.	\$132,500	\$130,000	\$0	\$130,000	\$0	27
AZ GAME & FISH DEPT	STATEWIDE OHV ACCESS,USE, IMPACT SURVEY	This project will fund a survey to identify use/days in high use OHV areas, access/availability issues, and safety/enforcement actions needed. Enforcement strategies will be developed and implemented.	\$120,856	\$0	\$0	\$107,000	\$0	2
			\$1,654,943	\$1,029,633	\$796,633	\$594,442	\$542,191	

Arizona State Parks Board Action Report

Agenda Item #: G-5



Title: Consider Policy on Travel Reimbursement for FY 2013 for the Arizona State Parks Board and Advisory Committees
Staff Lead: Kent Ennis, Deputy Director
Date: June 20, 2012

Recommended Motion:

I move that the Arizona State Parks Board suspend their motion of June 23, 2011 that indefinitely suspended all travel reimbursement for the volunteer members of the Board and all of its volunteer Advisory Committees, and make travel/expense reimbursement available for the Board and each Committee in an amount not to exceed \$3,000 for each group for approved meetings and/or events effective July 1, 2012 through June 30, 2013.

Status to Date:

Due to restricted financial resources available to the agency resulting from legislative budget sweeps and budget reductions, the Board voted on June 23, 2011 to suspend travel reimbursement to the volunteer Arizona State Parks Board members and all of its volunteer Advisory Committees for an indefinite period of time effective July 1, 2011. In better times prior to this action, Arizona State Parks (ASP) reimbursed the volunteer Parks Board members and all of its Advisory Committees for travel related expenses due to work associated on those Boards, Committee, Commissions and Groups.

The agency's current operating budget status and revenue trends are better than originally anticipated. On March 21, 2012 the Board voted to make a total of \$3,000 available for the remainder of FY 2012, to reimburse travel expenses incurred by the members of the Arizona State Parks Board since January 1, 2012.

On June 1, 2012 the Off-Highway Vehicle Advisory Group (OVHAG) voted to recommend to the Board that \$10,000 be made available for travel reimbursement during FY 2013 to allow members of the OVHAG to attend and represent the Group at various statewide OHV events.

Time Frame:

If the Board approves a travel budget policy, it will be effective July 1, 2012 thru June 30, 2013.

Staff and Financial Resources:

These efforts fall within the ongoing work responsibilities of agency staff.

Relation to Strategic Plan:

Visitors Goal: To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Relevant Past Board Actions:

On June 23, 2011 the Board voted to suspend all travel indefinitely for the volunteer members of the Board and its volunteer Advisory Committees.

Arizona State Parks Board Action Report
Agenda Item #: G-5

On March 21, 2012 the Board voted to make a total of \$3,000 available for the remainder of FY 2012, to reimburse travel expenses incurred by members of the Arizona State Parks Board since January 1, 2012.

Arizona State Parks Board Action Report
Agenda Item #: G-6



Title: Consider Approval of FY 2014, FY 2015 and FY 2016
Capital Improvement Plan
Staff Lead: Jay Ream, Deputy Director
Date: June 20, 2011

Recommended Motion:

I move that the Arizona State Parks Board approve the FY 2014, FY 2015 and FY 2016 Capital Improvement Plan as presented in Agenda Item G-6.

Status to Date:

Arizona Department of Administration (ADOA) requires that Arizona State Parks (ASP) submit a two-year Capital Improvement Plan (CIP) annually. Arizona State Parks has identified over \$200 million of capital needs. The FY 2014, FY 2015 and FY 2016 CIP identifies \$30 million in projects needed in the parks. The Arizona State Parks budget for FY 2013 allocates \$1.2 million to fund FY 2012 capital needs from the State Lake Improvement Fund (Lake Havasu State Park Improvements) and the FY 2014 budget allocates \$2 million of the State Parks Revenue Fund for future capital needs.

Time Frame:

Upon approval by the Arizona State Parks Board, staff will submit the FY 2014, FY 2015 and FY 2016 Capital Improvement Plan to the ADOA.

Staff and Financial Resources:

The development of the annual Capital Improvement Plan with submission to ADOA requires 40 hours of staff time.

Relation to Strategic Plan:

Visitors Goal: To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Relevant Past Board Actions:

On August 3, 2011 the Arizona State Parks Board approved the CIP for FY 2012 and FY 2013. On May 2, 2012 the Arizona State Parks Board revised the FY2012 CIP.

Attachments:

CIP for FY 2014 – Page 30A

CIP for FY 2015 and FY 2016 – Page 30B

ARIZONA DEPARTMENT OF ADMINISTRATION BUILDING SYSTEM				
FY 2014 CAPITAL IMPROVEMENT PLAN				
ONE YEAR CAPITAL PROJECT REQUEST SUMMARY				
CIP FORM 2				
Agency: Parks Board, Arizona State				
Priority	Project Name	Project Description	Fund Sources	Total Costs
1	ALAMO - NEW RESTROOM/SHOWER BUILDING	DESIGN & CONSTRUCTION - PRE-ENGR. RR/SHWR BUILDING W/SITE UTILITIES	TBD	350,000
2	BOYCE THOMPSON ARB - NEW AREA LIGHTING	DESIGN & CONSTRUCTION - MAIN PARKING AREA LIGHTING/PART ADOT PROJECT	TBD	275,000
3	BUCKSKIN MTN - SHORELINE STABILIZATION TO BEACH AREA (PHASE 2)	CONSTRUCTION - EROSION CONTROL AND SITE IMPROVEMENTS	TBD	925,000
4	BUCKSKIN MTN - ELECTRIFY 68 EXISTING CAMPSITES	DESIGN & CONSTRUCTION - NEW ELECTRICAL 100 AMP PEDESTALS	TBD	650,000
5	BUCKSKIN MTN - NEW RANGER RESIDENCE	DESIGN & CONSTRUCTION - PRE-MFG. DOUBLE-WIDE UNIT W/SITE UTILITIES	TBD	250,000
6	BUCKSKIN MTN/RIVER IS. - SHORELINE STABILIZ. TO BEACH AREA (PHASE 2)	CONSTRUCTION - EROSION CONTROL AND SITE IMPROVEMENTS	TBD	700,000
7	FORT VERDE - NEW SUPPORT TYPE BARRACKS BUILDING (PHASE 2)	CONSTRUCTION - REPLICA OF BARRACKS	TBD	475,000
8	HOMOLOVI - OFF-SITE POTABLE WATER LINE TO PARK (PHASE 1)	DESIGN ONLY - NEW POTABLE WATER LINE TO EXISTING LINE	TBD	550,000
9	KARTCHNER - OFF-SITE POTABLE WATER LINE TO PARK (PHASE 2)	CONSTRUCTION - NEW POTABLE WATER LINE TO REPLACE WELLS	TBD	2,500,000
10	MULTI-PARK - MISC'L. FORCE/MATERIAL/ADA CONST	ON-GOING - EMERGENCY REPAIRS AND SMALL PROJECTS	TBD	250,000
11	MULTI-PARK - ADEQ CONSENT ORDER (WATER/WASTEWATER)	ON-GOING/CONSULTANT - WATER/WASTE WATER DESIGN AND CONSTRUCTION	TBD	700,000
12	MULTI-PARK - ADEQ COMPLIANCE	ON-GOING - RETROFIT, REPAIR AND/OR REPLACE WATER AND WASTEWATER SYSTM	TBD	500,000
13	ORACLE - NEW RESTROOM BUILDING	DESIGN & CONSTRUCTION - NEW PRE-ENGINEERED RESTROOM BUILDING	TBD	250,000
14	RIORDAN - ADDITION TO VISITORS CENTER	DESIGN & CONSTRUCTION - CONFERENCE/MEETING ROOM	TBD	425,000
15	ROPER LAKE - PRE-ENGINEERED MFG. CABINS (4)	DESIGN & CONSTRUCTION - PRE-ENGINEERED LOG TYPE CABINS	TBD	100,000
16	TONTO-PRE-ENGINEERED MFG. CABINS (17)	DESIGN & CONSTRUCTION - PRE-ENGINEERED LOG TYPE CABINS	TBD	850,000
17	TONTO - ROCK STABILIZATION TO GOWAN TRAIL	DESIGN & CONSTRUCTION TO STABILIZE ROCK/CLIFF FORMATION	TBD	250,000
			Total	\$10,000,000

ARIZONA DEPARTMENT OF ADMINISTRATION BUILDING SYSTEM

FY 2014 CAPITAL IMPROVEMENT PLAN

FY 2015-2016 TWO YEAR CAPITAL PROJECT FORECAST

CIP FORM 5

Agency: Parks Board, Arizona State

Year	Project Name	Project Description	Total Costs
2015	ALAMO - NEW CONTACT STATION/VISITORS CENTER	DESIGN	205,000
2015	ALAMO - NEW RANGER RESIDENCE AT CHOLLA ROAD	DESIGN & CONSTRUCTION	275,000
2015	BUCKSKIN MTN - NEW GROUP USE RMADAS	CONSTRUCTION	80,000
2015	BUCKSKIN MTN - NEW RESTROOM/SHOWER BUILDING #1	CONSTRUCTION	380,000
2015	CATALINA - NEW OUTDOOR AMPHITHEATER	DESIGN & CONSTRUCTION	175,000
2015	CATALINA - ELECTRIFY 30 EXISTING AREA A CAMPSITES	DESIGN & CONSTRUCTION	420,000
2015	FORT VERDE - STABILIZATION TO EXISTING STRUCTURES	CONSTRUCTION	250,000
2015	HOMOLOVI - OFF-SITE POTABLE WATER LINE TO PARK	PHASE 2 CONSTRUCTION	2,250,000
2015	LAKE HAVASU - NEW 8" FIRE MAIN	CONSTRUCTION	550,000
2015	LAKE HAVASU/CONTACT POINT - MASTER PLAN	DESIGN & CONSTRUCTION	1,500,000
2015	LAKE HAVASU - ELECTRIFY 47 EXISTING CAMPSITES	CONSTRUCTION	490,000
2015	LOST DUTCHMAN - NEW RESTROOMS (2)	CONSTRUCTION	350,000
2015	MULTI-PARK - MISC'L FORCE/MATERIAL/ADA CONST	ON-GOING	300,000
2015	MULTI-PARK - ADEQ CONSENT ORDER (WATER/WASTEWATER)	ON-GOING-CONSTRUCTION & CONSULTANT	1,450,000
2015	MULTI-PARK - ADEQ COMPLIANCE	ON-GOING	500,000
2015	PATAGONIA - NEW WASTEWATER TREATMENT PLANT	PHASE 1 DESIGN	250,000
2015	RED ROCK - HOUSE OF APACHE FIRE	CONCEPTUAL DESIGN	300,000
2015	RIVER ISLAND - NEW RESTROOM/SHOWER BUILDING #2	CONSTRUCTION	350,000
2016	ALAMO - NEW RESTROOM/SHOWER BUILDING #2	CONSTRUCTION	350,000
2016	BUCKSKIN MTN - NEW RESTROOM/SHOWER BUILDING #2	DESIGN & CONSTRUCTION	350,000
2016	KARTCHNER - OFF-SITE POTABLE WATER LINE TO PARK	PHASE 3 CONSTRUCTION	1,500,000
2016	LAKE HAVASU/CONTACT POINT - ON-SITE UTILITIES	DESIGN & CONSTRUCTION	3,000,000
2016	LAKE HAVASU/CONT. PT. - CONVEINENCE STORE, BOAT WASH	DESIGN & CONSTRUCTION	450,000
2016	MULTI-PARK - MISC'L FORCE/MATERIAL/ADA CONST	ON-GOING	300,000
2016	MULTI-PARK - ADEQ CONSENT ORDER (WATER/WASTEWATER)	ON-GOING/CONSULTANT	1,200,000
2016	MULTI-PARK - ADEQ COMPLIANCE	ON-GOING	500,000
2016	PATAGONIA - NEW WASTEWATER TREATMENT PLANT	PHASE 2 CONSTRUCTION	850,000
2016	RED ROCK - HOUSE OF APACHE FIRE	DESIGN & PHASE 1 CONSTRUCTION	1,425,000
		Total	\$20,000,000

Arizona State Parks Board Action Report
Agenda Item #: G-7



Title: Consider Approval of FY 2013 State Historic Preservation Office Work Plan
Staff Lead: Kent Ennis, Deputy Director
Date: June 20, 2012

Recommended Motion:

I move that the Arizona State Parks Board approve the State Historic Preservation Office FY 2013 Work Plan as presented in Agenda Item G-7.

Status to Date:

The State Historic Preservation Office (SHPO) meets annually to review State Historic Preservation Office activities as they relate to the State Historic Preservation Plan. The Annual SHPO Work Plan must be approved by the Arizona State Parks Board in order for State Parks to receive the federal apportionment for the historic preservation program. The SHPO updated the 2013 work plan this spring. The new work plan (attached) reflects the current budget situation, reduced staffing, and increase workloads in Review and Compliance because of the federal American Recovery and Reinvestment Act (ARRA) funded projects.

Time Frame:

The SHPO Work Plan is continuously in effect, and documents the work product of the section.

Staff and Financial Resources:

The Parks Board must pass the SHPO Work Plan annually in order for the SHPO to receive the federal apportionment, which funds much of the SHPO.

Relation to Strategic Plan:

Planning Goal: To document our progress through planning, analysis and research.

Relevant Past Board Actions:

On June 16, 2010 the Arizona State Parks Board approved the SHPO Work Plan for FY 2011.

On June 23, 2011 the Arizona State Parks Board approved the SHPO Work Plan for FY 2012.

Attachments:

2012-2013 SHPO Task List – Pages 31A-31D

State Historic Preservation Office

ARIZONA STATE PARKS

Proposed 2012-2013 (FY 2013) Work Program Task List

The task list reflects the SHPO staff's need to continue implementation of the updated State Historic Preservation Plan. While there continues to be a strong mandate to meet our responsibilities under the Basic Task categories the Proactive tasks have been designed to target the relationship between the continued implementation of the Plan while integrating the Arizona Main Street Program into the SHPO.

Program Administration: (Abbreviations Glossary on Page 4)

Basic Tasks:

- Sort, log and process incoming communications.
- Document outgoing correspondence.
- Monitor expenditures and budget limits.
- Present Policy, Program and Process Recommendations to the Parks Board.
- Pursue multiple funding sources for programs and staffing.
- Prepare NPS End-of-year Report and new HPF application.
- Monitor state and federal administrative requirements.
- Provide administrative and program staff to GAAC.
- Monitor Preservation Legislation.

Proactive Tasks:

- Continue distribution of the State Historic Preservation Plan.
- Seek out new program partners and funding.
- Monitor NPS/HPF Grant funding process.
- Continue copying of SHPO documents into electronic formats.
- Seek staff training opportunities.
- Act as ASP Tribal Liaison and participate in Tribal Liaison meetings coordinated by the Governor's Office.
- Finalize the agency Tribal Policy Document.

Compliance:

Basic Tasks:

- Review agency undertakings.
- Complete reviews within designated time frames.
- Meet with agencies and visit project and property locations.
- Assist in 106 training opportunities.
- Provide technical assistance to agencies.
- Summarize activities for reporting purposes.
- Coordinate with Grants Section on federal and state compliance.
- Prepare State Agency Compliance Report.

Proactive Tasks:

- Continue entering legacy data into AZSITE.
- Implement and upgrade electronic relational database tracking and records system.
- Work with agencies and NCSHPO to update critical Programmatic Agreements.
- Explore electronic compliance procedures.

- Plan tribal and agency meeting on Traditional Cultural Places.

Survey and Inventory:

Basic Tasks:

- Coordinate with federal and state agencies, local communities, and CLGs on local survey efforts and priorities.
- Process internal determinations-of-eligibility.
- Process incoming inventory forms.
- Provide survey technical assistance to communities.
- Maintain electronic and paper inventory records.

Proactive Tasks:

- Continue computerization of inventory legacy data.
- Monitor Historic Property data input into AZSITE.
- Monitor Historic Cemetery Inventory Program.

National/State Registers:

Basic Tasks:

- Process nominations from external sources.
- Review federal and state agency nominations.
- Coordinate with CLGs on nomination review.
- Provide technical assistance to property owners, consultants and agencies.
- Coordinate with CLGs, Arizona Main Street communities and Neighborhood Associations on district update needs.
- Monitor continued eligibility of NR/SR and NHL Properties.
- Facilitate HSRC meetings and peer review of nominations.
- Report on activities of HSRC.

Proactive Tasks:

- Assist with NHL reviews.

Planning:

Basic Tasks:

- Review CLG annual reports and work plans.
- Coordinate with ASPB planning and budget requirements.
- Focus annual task list toward revision of the State Historic Preservation Plan.

Proactive Tasks:

- Monitor implementation of the State Historic Preservation Plan.
- Monitor the designation of Heritage Areas/Corridors.
- Pursue partnership for local planning workshops.
- Expand advanced planning efforts and briefings with Federal and State agencies.

Grants:

Basic Tasks:

- Review and monitor NPS funded grants.
- Coordinate HPF CLG Pass-through Program emphasizing planning efforts.
- Inspect and monitor grants for compliance.
- Monitor covenants

Proactive Tasks:

- Seek grants with partners for proactive program goals.

- Explore Lottery funding for the Main Street Program.

Arizona Main Street Program

Basic Tasks

- Assist cities and towns to become Main Street Communities.
- Monitor existing Main Street programs
- Submit annual plan and report on the program

Proactive Tasks

- Investigate national examples of commercial historic property and district incentives programs.

Certified Local Governments:

Basic Tasks:

- Assist Counties in their CLG designation efforts.
- Assist Communities to become CLGs.
- Monitor CLGs.
- Provide technical assistance on preservation issues.

Proactive Tasks:

- Continue integration of State Plan Goals into CLGs Historic Preservation Plans.
- Explore model archaeological ordinances for use by CLG cities and counties.

Tax Incentives:

Basic Tasks:

- Provide technical assistance to Tax Act and SPT program applicants.
- Process Tax Act and SPT applications.
- Prepare SPT Program status report.
- Review participant reports, status and proposed projects.
- Review Commercial Historic Property Tax Projects.

Proactive Tasks:

- Explore revising tax incentives for commercial historic properties.

Public Education:

Basic Tasks:

- Continue Annual Preservation Partnership Conference
- Continue Archaeology Month and Archaeology Expo.
- Update administration and funding of the Site Stewards Program in coordination with program partners.
- Participate in the Heritage Preservation Honor Awards with APF.
- Provide support to GAAC.

Proactive Tasks:

- Update ASP/SHPO website.
- Coordinate sessions at partner conferences.
- Provide training opportunities to agencies and the public.

Technical Assistance:

Basic Tasks:

- Provide technical assistance on historic property treatments.

- Provide technical assistance on survey and inventory techniques.
- Provide technical assistance on property nominations.
- Provide technical assistance to CLGs.
- Provide technical assistance to tribes.

Proactive Tasks:

- Provide technical assistance to Main Street communities.

Abbreviations Glossary

106	Sect. 106 of the National Historic Preservation Act
110	Sect. 110 of the National Historic Preservation Act
AAC	Arizona Archaeological Council
ACHP	Advisory Council for Historic Preservation
AHAC	Arizona Historical Advisory Commission
AHF	Arizona Heritage Fund
APF	Arizona Preservation Foundation
ASLAPR	Arizona State Library, Archives and Public Records
ASM	Arizona State Museum
ASU	Arizona State University
AZSITE	Statewide inventory of Cultural Resources
CLG	Certified Local Government
DoC	Department of Commerce
DOE	Determination of Eligibility
GAAC	Governor's Archaeological Advisory Commission
HPF	Historic Preservation Fund
HSRC	Historic Sites Review Committee
MPDF	Multi-Property Documentation Form
NCSHPO	National Conference of SHPOs
NHL	National Historic Landmark
NHPA	National Historic Preservation Act
NPS	National Park Service
NR	National Register of Historic Places
PA	Programmatic Agreement
SHPO	State Historic Preservation Office or Officer
SPT	State Property Tax
SR	State Register of Historic Places

Arizona State Parks Board Information Report

Agenda Item #: H-1



Title: State Parks Operations Status Update
Staff Lead: Jay Ream, Assistant Director
Date: June 20, 2012

Status to Date:

The Arizona State Parks Board worked hard to keep parks open and operating by both leveraging existing public and private partnerships and building new relationships. Of the 27 parks that were open to the public prior to the February 2009 budget cuts, all of those 27 parks are currently open and operating. Picacho Peak and Lyman Lake State Parks are open seasonally. Oracle State Park will reopen on September 1, 2012 on a limited basis. San Rafael State Natural Area has never been open to the public.

- Picacho Peak is closed for the summer due to extreme heat since May 25, 2012 and will reopen on September 15, 2012.
- Lyman Lake reopened for the summer on June 15, 2012 and will close September 17, 2012.

Upcoming Activities:

- Arizona State Parks will evaluate the capital needs for the Tonto Lodge identified in the Request for Information (RFI) responses.
- Staff is renewing partnership agreements (schedule attached).
- ASP is working on an agreement with the Town of Clarkdale for the operation of a River Access Point on the Verde River Greenway within the town's limits

Time Frame/Target Date for Completion:

Staff will continue to update the Parks Board at each regularly scheduled meeting.

Relevant Past Board Actions:

RFP for Oracle State Park, June 16, 2010; RFP for Lyman Lake State Park, September 15, 2010; RFI for Third-Party management in Arizona State Parks, November 17, 2010; RFP for the operation of the Tonto Lodge, January 12, 2011; Arizona State Parks Board endorsed 19 partnership agreements for the operation of Arizona State Parks; Parks Board seeks legislation to protect park-generated revenues, June 23, 2011 and September 14, 2011.

Attachments:

State Parks Operations Status Update – Pages 32A-32B
Partnership Agreement Status – 32C

Title: Operations Status Update Attachment
 Date: June 20, 2012
 Agenda Item #: H-1

A. Parks open without Financial Partnerships FY 2012:

1. Alamo Lake SP	
2. Buckskin Mountain SP	
3. Catalina SP	
4. Cattail Cove SP	
5. Dead Horse SP	
6. Fool Hollow Lake Recreation Area	
7. Kartchner Caverns SP	
8. Lake Havasu SP	
9. Lost Dutchman SP	
10. Patagonia Lake SP	
11. Picacho Peak State Park*	Closed May 25, 2012 and reopen Sept 15, 2012
12. Slide Rock SP	
13. Tonto Natural Bridge SP	

B. Parks Operated by Arizona State Parks staff through Partnership Support:

1. Fort Verde SHP	Town of Camp Verde - \$70K agreement to June 30, 2012
2. Homolovi SP	Hopi Tribe - \$175K agreement to February 28, 2013
3. Jerome SHP	Yavapai County - \$30K agreement to August 31, 2012
4. Lyman Lake SP*	Apache County - \$20K Park is open from June 15- Sept 17, 2012
5. Oracle SP*	Friends of Oracle State Park - \$21K Park closed on April 30, 2012 and reopen Sept. 1, 2012
6. Red Rock SP	Yavapai County - \$30K, agreement to June 30, 2012.
7. Roper Lake SP	Graham County – agreement to June 29, 2012

*PARKS WITH SEASONAL OPERATING SCHEDULES

C. Parks Operated by Partners with no State Parks Staff:

1. Boyce Thompson Arboretum SP	University of Arizona & Boyce Thompson Foundation
2. McFarland SHP	Town of Florence
3. Riordan Mansion SHP	Arizona Historical Society
4. Spur Cross Conservation Area**	Maricopa County Parks
5. Tombstone SHP	City of Tombstone
6. Tubac Presidio SHP	Santa Cruz County & Tubac Historical Society
7. Yuma Territorial Prison SHP	City of Yuma & Yuma Crossing Heritage Area
8. Yuma Quartermaster Depot SHP	City of Yuma & Yuma Crossing Heritage Area

D. Parks that are Closed to the Public:

1. Contact Point**	Unit of Lake Havasu State Park. Current used as Public Safety Dock and Law Enforcement Training Academy
2. San Rafael Natural Area	Park Closed. Special Use Permit with U.S. Border Patrol for 12 months Ending November 30, 2012

**Parks added to list March 2012, at the request of the Arizona State Parks Board.

Title: Partnership Agreement Status Attachment
Date: June 20, 2012
Agenda Item #: H-1

Park	IGA No.	Partner	Date Ending	Renewal Term
Current Agreements:				
Ft. Verde	10-032/11-071	Camp Verde	6/30/2012	1 Year (1)
Homolovi	11-036	Hopi Tribe	2/28/2013	1 Year (2)
Homolovi	11-009	Winslow	10/31/2012	1 Year (1)
Jerome	11-023	Yavapai Co.	8/31/2012	1 Year (1)
Oracle	12-010	Friends Oracle	12/31/2012	1 Year
Tubac Presidio	10-037	Santa Cruz Co.	3/31/2012	1 Year (1)
San Rafael	SUP	U.S.B.P.	11/30/2012	1 Year
Red Rock	10-045	Yavapai Co.	6/30/2012	1 Year (2)
Red Rock Gift Shop	11-010	Benefactors	6/30/2012	1 Year (2)
Red Rock Connection	11-041	Benefactors	6/30/2012	1 Year
Yuma QMD	10-006/11-062	Yuma	6/30/2012	3 Year (2)
Lyman Lake	10-038A2	Apache Co.	12/31/2012	available, no set term
Riordan Mansion	10-039	AHS	3/31/2013	2 Year (2)
Tombstone	10-035	Tombstone	3/31/2013	2 Year (2)
Yuma Terr. Prison	10-031	Yuma	3/31/2013	3 Year (2)
McFarland	11-027	Florence	6/30/2013	3 Year (2)

Arizona State Parks Board Information Report

Agenda Item #: H-3



Title: Arizona State Parks Agency Strategic Plan Update
Staff Lead: Bryan Martyn, Executive Director
Date: June 20, 2012

Status to Date:

At its October 20, 2010 meeting, the Arizona State Park Board adopted an agency Strategic Plan and modified Objectives in June 2011. The Board met during the month of October 2011 to conduct an annual review of the Strategic Plan Goals and Objectives. There were no changes to the Goals and Objectives during this review. For the first time, the FY 2011 agency annual report, published December 2011, aligned with the Strategic Plan. Uncovered performance evaluations are also linked to the Strategic Plan.

Upcoming Activities:

The Board formally reviews the status of the agency's Strategic Plan regularly. Staff will continuously implement the plan and update agency accomplishments.

Time Frame/Target Date for Completion:

The Strategic Plan accomplishments are monitored by staff monthly. Attached to this report are the agency Strategic Plan accomplishments for FY 2012 January-March 2012. Arizona State Parks staff will continue to report agency Strategic Plan accomplishments to the Board. The progress and accomplishments are not part of the Board's action, but are an update to the Board.

Relevant Past Board Actions:

At its October 20, 2010 meeting, the Arizona State Parks Board adopted a Strategic Plan. On June 23, 2011 the Board adopted three amended Objectives. During the October 26, 2011 meeting, the Board reviewed current Goals and Objectives. The Board did not make changes to the Goals and Objectives.

Attachment:

Arizona State Parks Agency Strategic Plan Accomplishment January – March 2012 – Pages 33A-33I

ARIZONA STATE PARKS
Agency Strategic Plan
Goals and Objectives
Adopted October 20, 2010
Accomplishments FY 2012 January-March 2012

MISSION: Managing and conserving Arizona's natural, cultural and recreational resources for the benefit of the people, both in our parks and through our partners.

VISION: Arizona State Parks is indispensable to the economies, communities and environments of Arizona.

GOAL: Resources
To provide sustainable management of our natural, cultural, recreational, economic and human resources.

Objective A. By keeping all parks economically viable and open to the public.

<i>Status of Park. Based on 28 parks. Spur Cross Conservation Area and Contact Point not included.</i>	<i>July 2011</i>	<i>March 2011</i>
<i>Parks Open to Public</i>	<i>93%</i>	<i>96%</i>
<i>Parks Closed to the Public</i>	<i>7%</i>	<i>4%</i>
<i>Parks Open Full Time 7 days/week</i>	<i>57%</i>	<i>68%</i>
<i>Parks Open on Reduced Schedules</i>	<i>36%</i>	<i>25%</i>
<i>Parks Managed by ASP w/o assistance</i>	<i>43%</i>	<i>46%</i>
<i>Parks Managed by ASP w/assistance</i>	<i>29%</i>	<i>25%</i>
<i>Parks Managed by Others</i>	<i>21%</i>	<i>25%</i>

- 13 Parks Operated without Financial Partnerships.*
- 7 Parks Operated by Arizona State Parks (ASP) staff through Partnership Support.*
- 7 Parks Operated by Partners with no ASP Staff.*
- 2 Parks closed to the Public.*
 - Contact Point under development*

AmeriCorps Grant supported students working on trail work as well as park and facility maintenance at Buckskin Mountain/River Island, Dead Horse Ranch, Fool Hollow and Homolovi State Parks.

Objective B. By standardizing and upgrading the information technology infrastructure.

- Itinio On-Line Reservation System*
 - Over 40% of visitor reservations made on-line at 14 parks to include tours at Kartchner Caverns State Park.*

- *Implemented New Attendance Tracking System, which allows parks to collect attendance data for customers by category more accurately and generate a weekly recap.*
- *Implemented new Day Use screen allowing the parks to count and/or charge customers more quickly.*
- *Implemented Kartchner Group Tour Booking Feature allowing reservation staff to more easily create group tour reservations for schools and tour operators over multiple tour times.*
- *ProcureAZ, the State's e-procurement system*
 - *Completion of process to purchase goods and services through ProcureAZ. Transition completed for Phoenix Office purchases.*
- *Completed State Historic Preservation Office (SHPO) AZSITE Interface Project.*
- *Ongoing agency system upgrades to Information Technology Systems.*

Objective C. By efficiently processing grants, projects, paperwork and documents through the agency.

- *SHPO*
 - *Reviewed 92% of National Register nominations.*
 - *Completed 100% compliance reviews (291 new/134 expedited reviews).*
 - *Completed 100% Grant and Property Tax Reviews (7 pass through grants and 115 property tax applications.)*
 - *Completed (1) Part 1 and (1) Part 2 Tax Act Reviews.*
- *Deployed revised Holiday Leave Policy and Procedures.*
- *Submitted Notice of Exempt Rule Making for April 1 2012 Fee Revisions to Secretary of State's Office for publication.*

Objective D. By increasing each staff member's knowledge, skills and abilities through training opportunities.

- *Seventy-eight percent of supervisors successfully completed the Arizona Learning Center Supervisor Academy or equivalent.*
- *AZPOST Law Enforcement Training ongoing for calendar year.*
- *Two park supervisory staff attended the National Association of State Park Directors (NASPD) State Park Leadership School.*
- *ASP employees attended various professional development courses.*
- *ASP Research and Science Manager conducted a VIP visit and workday with House Representative Jerry Weiers, March 2012.*

Objective E. By providing agency staff with a stimulating, safe, and challenging work environment.

Arizona State Parks Awards and Recognition

<i>Agency/Individual Award</i>	<i>Date</i>	<i>Recognition</i>
<i>Yavapai County Unsung Hero of the Month Award</i>	<i>January 2012</i>	<i>Fort Verde State Historic Park Volunteer Coordinator Carole Dvorak and Volunteer George Dvorak</i>

- *Recognized 4 employees through formal recognition programs: employees for State of Arizona/ State Parks Service, retirements and "Atta Person" awardees.*
- *Recognized 2 employees through informal peer-to-peer recognition programs.*

GOAL : Visitors
To provide safe, meaningful and unique experiences for our visitors, volunteers and citizens.

Objective A. By working with agency personnel to implement and update the master list of economically feasible facility upgrades that improve the visitor experience and increase revenue.

Facility Upgrades Completed

<i>Alamo Lake, Buckskin Mountain, Catalina, Lost Dutchman State Parks</i>	<i>Built 7 new ramadas</i>
<i>Boyce Thompson Arboretum State Park</i>	<i>Completed Picket Post House roof repair</i>
<i>Catalina, Oracle, Lost Dutchman State Parks</i>	<i>Completed roof repairs on various park facilities</i>
<i>Dead Horse Ranch State Park</i>	<i>Upgraded potable water system</i>
<i>Slide Rock State Park</i>	<i>Replaced concrete parking bunkers</i>
<i>Yuma Territorial Prison State Historic Park</i>	<i>Constructed new roof on contact station and gift shop.</i>
<i>Buckskin Mountain/River Island, Picacho Peak, Roper Lake and Tonto Natural Bridge State Parks</i>	<i>Continued progress on the Arizona Department of Environmental Quality (ADEQ) Consent Order</i>
<i>Lake Havasu State Park</i>	<i>Updating Planning and Design for electrification of campsites and 8 inch potable water/ fire line</i>
<i>Arizona Department of Transportation (ADOT) Planning and Design Projects</i>	
<i>Alamo Lake State Park</i>	<i>Launch ramp/parking</i>
<i>Boyce Thompson Arboretum State Park</i>	<i>Ingress/egress and parking</i>
<i>Buckskin Mountain State Park</i>	<i>Launch ramp/Recreation vehicle sites, parking</i>
<i>Contact Point</i>	<i>¾ mile entrance road</i>
<i>Lake Havasu State Park</i>	<i>Launch ramp/parking</i>
<i>Arizona Game and Fish Department Funded Design</i>	
<i>Alamo Lake State Park, Fool Hollow Lake State Park</i>	<i>Floating docks</i>
<i>Lake Havasu State Park</i>	<i>Accessible dock</i>
<i>Bureau of Land Management Funded Design</i>	
<i>Contact Point</i>	<i>Fishing Facility and site amenities</i>

Objective B. By working with agency personnel to market events and improve the overall quality of existing events

Major Park Events: Note: Attendance includes day-use and camping visitation on each park on the date of the event. Does not include all park events.

<i>Park Name</i>	<i>Event</i>	<i>Event Date</i>	<i>Attendance</i>
<i>Alamo Lake State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>4</i>
<i>Boyce Thompson Arboretum</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>43</i>
<i>Buckskin Mountain State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>19</i>

<i>Catalina State Parks</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>58</i>
<i>Cattail Cove State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>10</i>
<i>Dead Horse Ranch State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>23</i>
<i>Kartchner Caverns State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>28</i>
<i>Lake Havasu State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>3</i>
<i>Lost Dutchman State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>128</i>
<i>Picacho Peak State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>20</i>
<i>Red Rock State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>57</i>
<i>Roper Lake State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>10</i>
<i>Tonto Natural Bridge State Park</i>	<i>1st Day Hike</i>	<i>1/1/12</i>	<i>65</i>
<i>Catalina State Park</i>	<i>Beyond Event-Reptile Exhibit</i>	<i>1/7/12</i>	<i>325</i>
<i>Lake Havasu State Park</i>	<i>Lake Havasu Music, Brews & BBQ</i>	<i>1/27-1/28/12</i>	<i>*14,891</i>
<i>Oracle State Park</i>	<i>Grand Reopening</i>	<i>2/4/12</i>	<i>1,000</i>
<i>Patagonia Lake State Park</i>	<i>Moonlight Hike</i>	<i>2/7/12</i>	<i>*67</i>
<i>Catalina State Park</i>	<i>Move Across 2 Ranges Centennial Event</i>	<i>02/11/12</i>	<i>*857</i>
<i>Lake Havasu State Park</i>	<i>Rockabilly Reunion</i>	<i>2/17-2/19/12</i>	<i>*16,366</i>
<i>Fort Verde State Historic Park</i>	<i>Buffalo Soldiers Centennial Event</i>	<i>2/18-2/19/12</i>	<i>*838</i>
	<i>Arizona Archaeology & Heritage Exposition</i>	<i>3/3/12</i>	<i>250</i>
<i>Cattail Cove State Park</i>	<i>Geocache Bash</i>	<i>3/10/12</i>	<i>120</i>
<i>Picacho Peak State Park</i>	<i>Civil War in the Southwest</i>	<i>3/10-3/11/12</i>	<i>5,000</i>
<i>Kartchner Caverns State Park</i>	<i>Star Night Party</i>	<i>3/17/12</i>	<i>53</i>
<i>Lake Havasu State Park</i>	<i>Bluegrass Festival</i>	<i>3/3-3/5</i>	<i>9,294</i>

Visitation: Note: Attendance figures generated by monthly revenue and attendance reports and do not include parks operated by partners.

Kartchner Caverns VIP Cave Tours

<i>Directors, Korean Cave Research Institute of Korea, Kanagwon National University, Korea</i>	
<i>United States Geological Survey (U.S.G.S) Water Science Center Director/Team</i>	<i>8 attendees</i>
<i>Smithsonian National Museum of Natural History</i>	<i>20 attendees</i>
<i>International Dark Sky Association, Washington, DC and Arizona Directors</i>	<i>3 attendees</i>
<i>Old Pueblo Lapidary Club, Tucson, Arizona</i>	<i>25 attendees</i>

<i>Visitation Parks Operated by Arizona State Parks</i>	<i>FY 2011</i>	<i>FY 2012</i>	<i>Change</i>
<i>January</i>	<i>116,753</i>	<i>135,957</i>	<i>16.45%</i>
<i>February</i>	<i>142,897</i>	<i>185,992</i>	<i>30.16%</i>
<i>March</i>	<i>240,278</i>	<i>252,992</i>	<i>5.29%</i>
<i>Fiscal Year-to-Date</i>	<i>1,328,591</i>	<i>1,418,336</i>	<i>6.75%</i>

- *Over ranger led experiences????*
- *Participation in Arizona Historical Advisory Commission Centennial activities and approvals of legacy projects.*
- *Coordinated activities throughout the State for the 29th annual celebration of Arizona Archaeology and Heritage Awareness Month (AAHAM).*
- *Celebrated Arizona Archaeology and Heritage Awareness Month during March 2012 with over 300 visitors attending the Archaeological and Heritage Exposition held at the Arizona State Capitol Grounds, an official Arizona Centennial Event.*
- *Celebrated Civil War in the Southwest at Picacho Peak State Park March 10-11, 2012: "An Official Arizona Centennial Event" and "150th Anniversary of the Engagement at Picacho Pass"*

Objective C. By striving to operate the visitor interface component of the park system with a "cost neutral" budget where visitor revenue equals or exceeds direct visitor

- *Realized a fiscal year???? positive margin for state-funded parks. ????*

GOAL: Planning

To document our progress through planning, analysis and research.

- *Appointment of 3 members to the Natural Areas Program Advisory Committee (NAPAC).*
- *Appointment of 2 members to the Off-Highway Vehicle Advisory Group (OHVAG).*
- *Appointment of 5 members to the Arizona State Committee on Trails (ASCOT)*
- *Ongoing State Emergency Response and Recovery Planning (SERRP).*
- *Ongoing Continuity of Operations Planning (COOP). Began planning and exercise process for September 12, 2012 State of Arizona COOP Exercise.*
- *Ongoing process to analyze the Parks System fee structure, including public comment. Fee changes and fee range schedule adopted by the Arizona State Parks Board February 2012.*
- *Distributed 2011 Employee Survey December 2011. Analysis in progress.*
- *Deployed agency Emergency Action Plan and Procedures for the Phoenix Office.*
- *Developed and submitted agency annual Equal Employment Opportunity (EEO) Plan to Governor's Office for approval.*

Objective A. By collecting scientific and historical data on natural and cultural resources to better inform decision-making.

- *Ongoing planning, analysis and research to evaluate the health of Kartchner Caverns State Park including cave stabilization, cave-tunnel ceiling project, reflection seismic survey, radiogenic dates on paleoclimate candidate sample location, virtual monitoring of environmental stations in the cave, and instituting an infrared bat counting system to help prevent staff exposure to rabies and other diseases.*
- *Completed 3D reflection seismic survey during January 2012 through a partnership between Kartchner Caverns State Park and the University of Arizona with 25 students and faculty.*

Objective B. By updating the long-term Capital Improvement Plan.

- *Prioritized Capital Improvement Plan Proposed Projects (includes buildings, structures, on and offsite amenities, infrastructure), approximately \$201 Million.*
- *Prioritized Arizona Department of Transportation (ADOT) proposed roadside improvements, approximately \$48 Million.*

Objective C. By continuing to provide accurate, timely, and targeted agency reports on program management and analysis for internal and external use.

- *Completed Governor's Archaeology Advisory Commission (GAAC) and Agency Performance Annual Reports.*
- *Provided monthly agency cash flow reports to the OSPB, the JLBC, and the State Comptroller.*
- *Submitted the monthly sales tax and use tax report to Department of Revenue.*
- *Provided monthly Individual Park and Park System attendance and revenue statistics.*
- *Prepared monthly budget status reports by Section/Park.*
- *Completed Department of Corrections inmate crew monthly status report.*
- *Provided partnership agreement status report.*
- *Provided procurement status report.*
- *Prepared updated Procurement Status report, by Park / Section, bi-weekly*

Objective D. By continuing to implement the Revised State Historic Preservation Plan.

- *SHPO End of Year Report to National Park Service (NPS) approved February 2012. The NPS grant application for SHPO funding approved March 2012.*

GOAL: Partnerships

To build lasting public and private partnerships to promote local economies, good neighbors, recreation, conservation, tourism and establish sustainable funding for the agency.

Objective A. By continuing and expanding collaboration with federal, tribal, state, and local governments, non-governmental organizations (NGOs),

concessionaires and private sector individuals whose objectives or duties are similar to State Parks.

New or renewed agreements with State Parks and local governments and/or non-profit organizations to help keep parks open to the public through Partnership Support:

<i>State Park</i>	<i>Partner</i>	<i>Status of Agreement</i>	<i>Date of Agreement/Renewal</i>
<i>Tubac Presidio State Historic Park</i>	<i>Santa Cruz County</i>	<i>Renewal</i>	<i>March 2012</i>

- *Participated in Copper Canyon Trailhead ribbon cutting in Camp Verde, a partnership with the US Forest Service, Town of Camp Verde, Arizona Department of Transportation and ASP.*
- *Completed the SHPO contribution to the SHPO/AZSITE Interface Project. Arizona State Museum, Arizona State Historic Preservation Office, Museum of Northern Arizona, and Arizona State University make up the AZSITE Consortium as the official decision-making and planning body for the AZSITE database and GIS inventory of Arizona's historical and archaeological properties.*
- *AZSITE GIS Inventory of Arizona's historical and archeological properties:*
 - *228 individual users from 70 institutions/agencies registered for 2012. This compares to 274 users from 79 institutions/agencies for all of 2011.*
- *Working with 868 Site Stewards to monitor over 1700 sites in the Site Steward Program. Conducted over 1900 site visits and established a new region called the Arizona Strip East.*
- *Ongoing SHPO planning for tribal workshops involving Federal Highways, ADOT, SHPO and various Arizona tribal groups to resolve outstanding issues with highway construction projects and impacts to areas within the State of Arizona that the tribes perceive as traditional cultural places or properties.*
- *Partnering with Arizona Forward to engage business community on economic benefits of State Parks.*
- *Contact Point State Park*
 - *Signed Memorandum of Understanding between Bureau of Land Management (BLM) and ASP for fishing facilities at Contact Point.*
 - *Ongoing meetings with (BLM) to discuss future development of Contact Point State Park and the concept of Recreation and Public Purposes (R&PP) lands recognized as a system of parks, rather than individual parks.*
 - *Ongoing meetings with BLM in Lake Havasu City regarding the revised "plan of development" for Contact Point State Park.*
- *Review of partnership renewal with Town of Camp Verde for the operation of the Ft. Verde State Historic Park to discuss IGA and potential modifications*
- *Ongoing meetings with Benefactors of Red Rock State Park to extend and modify IGA and foster relationship*
- *Working with the Natural Areas Program Advisory Committee to draft a master plan for the San Rafael Valley State Natural Area.*
- *Partnering with 14 Friends Groups with approximately 5,000 members.*
- *Building partnerships between individual parks and their respective Chamber of Commerce. Currently an active member of 22 local Chambers of Commerce.*

- *Eight current 3rd party operator concession agreements.*
- *Utilizing Arizona Department of Corrections inmate crews at Homolovi, Kartchner Caverns, and Lake Havasu State Parks. Crews consist of approximately 35 inmates working over 5,600 hours.*
- *55,449 people visited the Southeast Regional Library during February 2012, and viewed the Arizona Site Steward Program exhibit.*
- *Partnered with Carnegie Center and the University of Arizona, January 2012, for a Lunchtime Science Series: Microbes in Kartchner Caverns: Making a Living While Starving in the Dark. 50+ attendees.*
- *Partnered with Carnegie Center and astronomer, Mr. Bob Gent Lt Col, USAF, Ret., Past President, Astronomical League, and Past President, International Dark-Sky Association to conduct a Lunchtime Science Series during March 2012 titled: Preservation and Appreciation of the Night Sky. 30+ attendees*
 - *ASP partnerships and programs regarding the "Dark Sky-Star Night" initiative continue to evolve in both a systematic and sustainable manner.*

Objective B. By implementing a community relations strategy that addresses each park's unique location, program audience, and adjacent and thematic communities.

- *Developed media stories and press releases for ASP parks and Partner Parks.*
- *Arizona Site Steward Program exhibit held in the Southeast Regional Library during February 2012. 55,449 individuals visited the Southeast Regional Library during this time.*
- *Filming by CBS film crew January 2012 at Kartchner Caverns State Park.*

- Objective C. By continuing partnership awareness/education on agency programs, planning and activities.
- *Ongoing. Staff and Parks Board members continuously meet with community groups and trade organizations to educate parties on the benefits of Arizona State Parks and the agency's current financial situation.*

Objective D. By working with stakeholders to create and promote a strategy for sustainable agency funding.

- *Ongoing. Continue to work with stakeholders and leaders, to include ASP Foundation, Arizona Forward, Arizona Heritage Alliance, The Nature Conservancy and other County Park Systems, to develop and implement a sustainable funding stream.*
- *Continued collaboration with the ADOT Board on funding capital projects.*

GOAL : Communications
 To effectively communicate with the public, policy makers, our partners,
 our peers and ourselves.

Objective A. By utilizing marketing strategies.

Traditional Strategies

- *Produced 270 million media exposures in local/national media.*
- *Planned and coordinated over 1200 stories media stories.*

- *Airing a new commercial on all Delta Airlines flights during January 2012 reaching about 1.5 million people on over 17,300 flights.*
- *Distributed first Off-Highway Vehicle e-Newsletter.*

Website enhancements

- *Enhancements to publicize **Arizona Archaeology & Heritage Awareness Month (March 2012)** "Connecting Past & Present: Celebrating Arizona's Centennial" and 2012 Arizona Archaeology & Heritage Expo.*
- *Enhancements to ASP Off-Highway Vehicle (OHV) website, text, design and layout of OHV collateral materials, 5 OHV marketing video scripts, and four e-blast templates as well as filming OHV events.*

Emerging Strategies

- *Facebook fans/likers: 6,600*
- *followers on Twitter: 5,300*
- *Web Site Statistics*
 - *Visits: 522,520*
 - *Pageviews: 2,220,024*
 - *Pages per Visit: 4.25*
 - *Average Time on Site: 3:45*

Objective B. By enhancing the public relations plan.

Objective C. By enhancing agency internal communications including electronic posting of information.

- *Quarterly Regional Meetings held in all four regions and Phoenix Office attendance at Parks Operations, Regional and individual park meetings.*
- *2011 Employee Survey distributed to employees on 12/17/11. Due date: 1/31/12.*
 - *59% of ASP employees participated in the 2011 Employee Survey. Increase from 2010 (52%)*
 - *71% ASP employees who are satisfied with their job, overall. (69% in 2010).*
 - *77% ASP employees who agree they are proud to be an ASP employee (84% in 2010).*
- *Created a cross-functional team communication process for resolving issues within the on-line Reservation System.*
- *Active cross functional teams/committees: Sponsorships and Donations Policy Team, Communications Team, On-line Reservation System Team, Recognition Team, Retention Team, Fee Team, Law Enforcement Committee.*
- *Fiscal Staff prepared daily/weekly posting of Phoenix Office and Park operating expenditures which allows agency staff to see status of invoices submitted for payment*
- *Provided monthly Individual Park and Park System attendance and revenue statistics.*
- *Prepared and posted monthly Budget Status Reports by Section / Park for staff to review.*